

# B O A R D O F D I R E C T O R S



Regular Meeting Agenda  
May 12, 2021  
Location: Virtual Meeting via Teleconference  
Kentfield, CA

ATTENTION: This will be a virtual meeting of the Board of Directors pursuant to Executive Order N-29-20 issued by the Governor of the State of California. There will not be a public location for participating in this meeting, but any interested member of the public can participate telephonically by utilizing the dial-in information printed on this agenda. If any member of the public has a request for a reasonable modification or accommodation for accessing this meeting due to a disability, they should contact Jena Wilson at [Jwilson@kentfieldfire.org](mailto:Jwilson@kentfieldfire.org)

Zoom Video Conference link: <https://us02web.zoom.us/j/9459048313>

Meeting ID: 945 904 8313

Call in Line: 1 (669) 900-6833, when prompted, enter meeting ID 945 904 8313-#

Time: 6:30 p.m. For clarity of discussion, the Public is requested to MUTE except:

1. During Open Time for public expression item
2. Public comment period on agenda items.

**NOTE: The meeting will be recorded.**

1. CALL TO ORDER 6:30 p.m. Agenda available on the KFD website.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES  
The Board may choose to approve the minutes of the April 21, 2021 meeting.  
**Board Action/Public Comment/Motion/BOD Roll Call Vote**
5. ORAL COMMUNICATION  
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
6. AGENDA ADJUSTMENTS

\*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

7. SPECIAL ANNOUNCEMENTS/PRESENTATIONS

8. UNFINISHED BUSINESS

- A. KAPF Labor Contract Negotiation Process – Negotiation Process  
**Board Action/Public Comment/ Motion/ BOD Roll Call Vote**

**CLOSED SESSION** - pursuant to Government Code §54957.6 for Public Labor Negotiation  
and Government Code §54957.6(a) for Public Employee Benefit Negotiation  
**Board discussion and possible action**

9. NEW BUSINESS

- A. **Resolution 3-2021:** Resolution of the Board of Directors of the Kentfield Fire Protection District adopting the updated Master Fee Schedule for services provided by the District  
**Board Action/Public Comment/Motion/BOD Roll Call Vote**
- B. OPEB Actuarial Services Agreement – Chief Pomi  
**Board Action/Public Comment/Motion/BOD Roll Call Vote**
- C. Kentfield Fire District Presentation and Proposal of a Type 3 Fire Engine – Captain Marty  
**Board Action/Public Comment/Motion/ BOD Roll Call Vote**

10. CHIEF’S REPORT – Water Use Restrictions, Fire Season weather update, MWPA update/report, KFD 2021 Seasonal Firefighter program, Cal OES Engine program.  
**Board Action/Public Comment/Motion/BOD Roll Call Vote**

11. DIRECTOR MATTERS

Directors may report on their activities and meetings

12. CORRESPONDENCE: MERA Next Generation Project, MWPA Low-Income senior exemption, Marin County Fire diversity program – Marin IJ, Thank You Letter

13. REPORTS

- A. Overtime, Incident – April 2021

14. APPROVAL OF MONTHLY EXPENSES

Approval of March warrant 805303624 to and including 805303678 for \$395,537.58  
**Board Action/Public Comment/Motion/BOD Roll Call Vote**

CONFIRM NEXT MEETING DATE: June 9, 2021

15. MOMENT OF SILENCE

16. ADJOURNMENT

\*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

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

**MEETING TYPE:** Regular – Virtual Meeting via Teleconference

**DATE:** Wednesday, April 21, 2021

**CALL TO ORDER:** 6:30 p.m. by Chairman Gerbsman. Engineer Bridges led the assembly in the Pledge of Allegiance.

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

**APPROVAL OF PRIOR MONTH'S MINUTES:** M/S Murray/Evergettis to approve the minutes of March 17, 2021. Roll Call Vote: Corbet-Aye, Evergettis-Aye, Gerbsman-Aye, Murray-Aye, Naso-Aye. Ayes: 5; Noes: 0; Absent: 0  
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. KAPF Labor Contract Negotiation Process - Negotiation Process – Representing the Board Labor Negotiation Subcommittee, Director Murray announced he, along with Director Naso attended a meeting with the KAPF leadership team. A couple of items for the upcoming negotiations were discussed at the station on Wednesday, April 14, 2021. Also present for the meeting was Captain Marty, Engineer Bridges, and Firefighter Neve. The Association President, Captain Marty, had nothing to report at this time in an open session.

**CLOSED SESSION - Pursuant to Government Code §54957.6 for Public Labor Negotiation and Government Code §54957.6(a) for Public Employee Benefit Negotiation**

The Board entered in a Closed Session at 6:34 pm.

The Board adjourned the Closed Session at 6:58 pm and entered back into Open Session.

Director Murray reported the Board determined the Labor Negotiation Subcommittee will need to set up a second meeting with the KAPF leadership team to further discuss negotiations.

- b. Regular Scheduled KFD Board Meeting Date Change – Chief Pomi proposed a schedule of change in the regular scheduled Board meetings; from the third Wednesday of the month to the second Wednesday of the month. According to the Board of Directors Policies and Procedure Manual, with the majority of the Board approving, the regular schedule meeting of the Kentfield Fire District can be changed to any day of the month. Chief Pomi stated if approved tonight, updates to the KFD website will need to be made and LAFCo, as well as the County of Marin, would also need to be notified.

M/S Naso/Evergettis to accept the Regular Scheduled KFD Board Meeting Date Change.

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

**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; Absent: 0  
Motion passes

**NEW BUSINESS:**

- a. **Resolution 1-2021: Resolution of the Board of Directors of the Kentfield Fire Protection District Acknowledging Receipt of a Report Made by the Fire Chief of the Kentfield Fire Protection District regarding the Inspection of Certain Occupancies Required to Perform Annual Inspections in Such Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code** – Deputy Fire Marshal Pasero explained this resolution is required to be completed every year based on Senate Bill 1205. SB 1205 requires mandatory reporting of state mandated occupancy inspections in group R-1, R-2, and E occupancies. The main goal of the SB requirement is to make sure departments and districts are held accountable for state mandated inspections, specifically for schools and apartment buildings with three or more units. DFM Pasero stated that the District is required to report each spring on the activities from the previous year. Resolution 1-2021 acknowledged all schools and apartment buildings, as required by the state for the state mandated inspections, have been completed by Kentfield Fire District. With that, the intent behind this resolution and SB 1205 is to make sure all departments are making prevention a focus and looking at occupancies which include some of the highest risk when it comes to fire calls. This resolution will be presented to the Board on an annual basis, acknowledging the Kentfield Fire District has completed all required inspections. DFM Pasero explained that any building that incorporates three or more units is considered to be an R-2 occupancy, while hotels and motels are an example of an R-1 occupancies. On a state level, the District must inspect jails, hospitals, schools, and any R- inventory within its jurisdiction to make sure all fire codes are met and maintained by the ownership. During an inspection, the types of items reviewed are: fire extinguishers, egress, utility safety, access for fire crews, maintenance of fire lanes, fire protection systems, and other general exterior common area items outlined by the California Fire Code and the Health and Safety Code.

M/S Evergettis/Gerbsman to accept the Resolution 1-2021: Resolution of the Board of Directors of the Kentfield Fire Protection District Acknowledging Receipt of a Report Made by the Fire Chief of the Kentfield Fire Protection District regarding the Inspection of Certain Occupancies Required to Perform Annual Inspections in Such Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.

**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; Absent: 0  
Motion passes

- b. **Fire Agencies Self Insurance System (FASIS) Notice of Election** – Chief Pomi informed FASIS is our Workers' Comp provider and the District is a member of this Joint Powers Authority (JPA). There are four Board vacancies that are in need to be filled for term July 2021 through June 2024. Four candidates have applied to fill those positions and all are incumbents with three of them being from Marin County. Marin County is able to have a

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

significant number of members serve on the Board and they currently include: Ross Valley Fire Department-Chief Weber, Tiburon Fire Protection District-Chief Pearce, Novato Fire Protection District-Chief Tyler, Moraga-Orinda Fire Protection District-Admin Services Director Sasser. Chief Pomi stated that unless the Board has anyone else they would like to include, he suggested to approve the Fire Agencies Self Insurance System (FASIS) Notice of Election.

M/S Evergettis/Gerbsman to approve the Fire Agencies Self Insurance System (FASIS) Notice of Election.

**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; Absent: 0  
Motion passes

- c. **Ross Valley Paramedic Tax Rate F/Y 2021-2022** – Chief Pomi stated in November of 2018, the communities represented by the Ross Valley Paramedic Authority approved an extension to the four-year taxing measure, with a tax annual increase of \$4. This year, which is year three of the four years approved by the tax resolution, the tax levy will be \$87.50 per taxable living unit. This covers the cost of an emergency call of a fire engine plus a medic unit. Members paying this tax who live within the jurisdictions are then not billed by the ambulance company. This is a way for the Ross Valley Paramedic Authority to generate the revenue to support the paramedics, the ambulance, and all the required equipment.
- d. **Resolution 2-2021 – Resolution of the Kentfield Fire District Board of Directors in Support of the Ross Valley Paramedic Tax Rate for Fiscal Year 2021-2022.**

M/S Murray/Naso to approve the Resolution 2-2021 – Resolution of the Kentfield Fire District Board of Directors in support of the Ross Valley Paramedic Tax Rate for Fiscal Year 2021-2022.

**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; Absent: 0  
Motion passes

**CHIEF'S REPORT:**

- a. **Wildfire Season** – Included in this month's Chief's report are two items for the approaching wildfire season. The cover page contains a CAL FIRE statistic for January 1, 2021 to April 11, 2021 noting there have already been 1,016 fires in the state. In comparison, during the same time last year (2020), there were 779 fires; illustrating that we have already doubled the number of fires for an average year. The state is averaging 20 fires a day in California and it is potentially a sign of another extreme wild fire season. On page 2 of the report is a detailed graph that discusses the drought areas, compared to last year. The colors really highlight the extreme areas.

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

The Fire District Association Conference (FDAC) meeting was done virtually this year with about 30 Fire Chiefs in attendance. The conference concentrated a lot on COVID-19 response, HR resource challenges and the handling of everything. Listening to a lot of other Chiefs across the State, Marin County along with Kentfield Fire, Ross Valley and Central Marin Fire did an outstanding job with all the Covid-19 protocols and safety measures that were put in place early on. The OES Director and CAL FIRE director discussed what they are planning for the upcoming wildfire season and it was interesting to hear Chief Porter mention a lot of these fire crews still in a wildfire hangover mode. Firefighters have not had the time to rest, reset, and prepare themselves for another extreme wildfire season. It is really important for all to plan on getting the rest they need now in order to prepare for the 2021 season.

Gearing up for wildfire season, Tam Crew, in partnership with Parks and Open Space, The North Bay CCC, and Kentfield Fire District have burned approximately 68 piles up on Ridge Crest and Blue Ridge. The past few days they also burned in Larkspur.

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

**Director Gerbsman** inquired about the MWPA and asked if they've hired any temporary/seasonals yet. He would like information regarding any wildfire season updates made available to educate, inform and provide some comfort to the public.

**Deputy Fire Marshal Larry Pasero** replied and explained they have accepted offers from 26 candidates and will be engaging with them in a two-week academy starting May 10<sup>th</sup>. The expectation is to have the inspectors begin in early June after attending a robust academy. Inspectors will alternate between the Kent Woodland area and Greenbrae area each year. Our community will see inspectors in their neighborhoods towards the end of June 2021. After completing the Kent Woodlands in 2020, this year's goal is to complete 900 plus inspections in the Greenbrae area this year. Multiple agencies have partnered to hire a full-time lead to manage the group of 26 evaluators and 2 overhead positions to manage the program. Once again this year, the College of Marin has provided a classroom for the first two months of the academy/program. College of Marin has graciously offered one of their larger classrooms so all social distance protocols can be applied.

**CORRESPONDENCE:** Were reviewed.

**DISTRICT OPERATIONS:** March Incident Log and Overtime Report were reviewed.

**APPROVAL OF WARRANTS:**

M/S Gerbsman/Murray to approve March warrant 805303556 to and including 805303623 for \$609,866.49

**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; Absent: 0  
Motion Passes

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

**NEXT MEETING:** The next regular meeting will be held on May 12, 2021.

**ADDITIONAL ACTIONS:** Director Gerbsman asked a moment of silence for everyone to be healthy and safe.

**ADJOURNMENT:** M/S Gerbsman/Naso to adjourn this meeting at 7:27 p.m. All ayes.

Respectfully submitted,

Jena Wilson  
Recording Secretary

DRAFT

# KENTFIELD FIRE PROTECTION DISTRICT

1004 SIR FRANCIS DRAKE BOULEVARD

KENTFIELD CA. 94904

---

**TO:** Board of Directors  
**FROM:** Larry Pasero, DFM  
**SUBJECT:** Resolution 3-2021, Master Fee Schedule Update  
**DATE:** 5/5/2021

In 2019, the District established a policy for recovering the costs for providing special services of a voluntary and/or limited nature. These services include plan review, building and fire prevention inspection, California Fire Code occupancy inspection, and enforcement inspections. The intent of the policy was to recover costs for services not required by all members of the community, so that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such special services.

Pursuant to California Health & Safety Code 13916 (b), the District Board approved Ordinance 2019-116, creating a schedule of fees and charges based on the District's budgeted and projected cost and a mechanism for ensuring that fees adopted by the District for services do not exceed the reasonable estimated cost of providing the services for which the fees are charged.

The 2019 master fee study utilized a modern calculated process to study the District's fully encumbered cost for the services listed above. At the time of the 2019 study, changes to District personnel reduced some of the costs to provide services, and some services were determined to take less time based on the formal evaluation and new electronic efficiencies. The product of the study was an updated comprehensive schedule of fees that accurately identified the true costs to the District to provide services. Generally, most fees were reduced in 2019 based on the findings of the study.

The 2019 adopted ordinance also tasked the Fire Chief with conducting a review of the "Master Fee Schedule" annually to ensure the recovery of the listed percentage of costs necessary to provide the listed regulation, product or service. When the annual review identifies the need to modify the fee schedule, an updated fee schedule shall be presented to the board and adopted in the form of a resolution.

In response to the COVID-19 pandemic, the District chose not to review the master fee schedule in 2020.

The fee schedule was reviewed again in April 2021 utilizing the fully encumbered personnel rates from FY20-21 contracts. Additionally, the fee schedule was reviewed to confirm that the time studies and calculated values for each service remain accurate and true for each service provided. The results of the study identified the need to increase fees to keep pace with service costs. The average proposed increase for fees is 19%. An example of the increase is our ministerial permit (based on one hour of service time) which increases from \$76.88 in 2019 to \$95.71 in 2021.

As noted in Exhibit "A", many of increased fees are still below the cost of the service in 2015. With Board approval of Resolution 3-2021, the fees identified in the 2021 Kentfield Fire District Fee Schedule will be applied to all projects and permits received by the District on or after July 1, 2021.



## **RESOLUTION NO. 3-2021**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE KENTFIELD FIRE PROTECTION DISTRICT ADOPTING THE UPDATED MASTER FEE SCHEDULE FOR SERVICES PROVIDED BY THE DISTRICT**

**WHEREAS**, the Kentfield Fire Protection District has conducted an analysis of its services, the costs reasonably borne, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

**WHEREAS**, it is the intention of the Kentfield Fire Protection District Board to maintain a schedule of fees and charges based on the District's budgeted and projected costs reasonably borne; and

**WHEREAS**, on March 27, 2019 the Kentfield Fire Protection District Board approved Ordinance No. 2019-116 approving the development and adoption of a master fee schedule; and

**WHEREAS**, the Kentfield Fire Protection District has completed a review of the current master fee schedule to evaluate the Fire District's ability to recover the percentage of costs reasonably borne necessary to provide the listed regulation, product or service as outline in Ordinance No. 2019-116; and

**WHEREAS**, the Kentfield Fire Protection District recommends that the fees set forth in Exhibit "A" be adopted to recover the current cost incurred by the District in providing services for which the fees are imposed; and

**WHEREAS**, the District has determined that the fees specified herein are equal to or less than the estimated cost to provide the indicated service.

**NOW THEREFORE**, THE BOARD OF KENTFIELD FIRE PROTECTION DISTRICT DOES RESOLVE, DETERMINE AND ORDER:

#### **Section 1. Fee Schedule Adoption**

The following Kentfield Fire District Fee Schedule, as shown in Exhibit A, is hereby directed to be computed by and applied by the District, and to be collected by the District for the herein listed special services when provided by the District or its designated contractors.

#### **Section 2. Separate Fee for Each Service**

All fees set by this resolution are for each identified service; additional fees shall be required for each additional service that is requested or required. Where fees are indicated on a per unit measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

#### **Section 3. Basis of Charges**

The Board of the Kentfield Fire Protection District finds and determines that the charges imposed by this resolution are necessary to cover the costs of providing the specified services, and that such charges do not exceed the reasonable costs of providing said services.

**Section 4. Interpretation**

This resolution may be interpreted by the Fire Chief or duly authorized representatives thereof. Should there be a conflict between two fees applicable to the same service, then the lower in dollar amount of the two shall be applied.

**Section 5. Waiver of Permit Fees and Charges**

The Board of Directors may, on a case-by-case basis, grant a waiver of payment of all or a portion of the fees established by this resolution when it determines that it is in the public interest to do so.

**Section 6. Repealer**

Resolutions and other prior actions of the Board of Directors in conflict with the contents of this Resolution are hereby repealed.

**Section 7. Severability**

If any portion of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions and all other portions shall remain in full force and effect. The Board of Directors declares that it would have adopted this Resolution and each section or portion thereof irrespective of the validity of any other section or portion.

**Section 8. Exemption from California Environmental Quality Act**

The adoption of this Resolution, including the fees and charges provided herein, is statutorily exempt from the California Environmental Quality Act under Public Resources Code Section 21080(b)(8), as the establishment and modification of charges by a public agency to meet operating expenses.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Kentfield Fire Protection District on the 12<sup>th</sup> day of May, 2021 by the following vote, to-wit:

AYES:

NOES:

ABSENT:

---

Steven Gerbsman, Chairman, Board of Directors

ATTEST:

---

Barry Evergettis, Secretary, Board of Directors

EXHIBIT "A"

KENTFIELD FIRE DISTRICT FEE SCHEDULE 2021

		Description		Unit	Fee	Fee Type	Fee Category	2015	2019	2021	(+/-)	% Increase	2021 Rounded	Authority	
1.0	Fire Plan Review Services														
1.1	Project Design Review by District Employee				Per Review	Full Cost	A	2, 3	N/A	\$107.08	\$132.19	\$25.11	19.0%	\$132.00	HSC 13916
1.2	Project Design Review by Consultants or Technical Assistance				Per Review	Direct Cost + Overhead	A	2, 3	N/A	Actual Cost	Actual Cost	N/A	N/A	N/A	HSC 13916
1.3	Fire Plan Check Review and Inspection Services for building permits > 100 SF (Previously Ministerial Permit) (1)				Per Review/Inspection	Full Cost	A	2, 3	N/A NEW	\$222.13	\$284.91	\$62.78	22.0%	\$285.00	HSC 13916
1.4	Minor Fire Plan Check Review and Inspection Services for building permit <=100 SF (10)				Per Review/ Inspection	Full Cost	A	2, 3	N/A NEW	\$130.42	\$161.81	\$31.39	19.4%	\$162.00	HSC 13916
1.8	Ministerial Permit (Minimum permit charge for actions which no fee is specifically indicated elsewhere) (11)				Per Action	Full Cost	A	2, 3	\$177.00	\$76.88	\$95.71	\$18.83	19.7%	\$95.00	HSC 13916
1.5	Vegetation Management/Defensible Space/WUI Plan (Residential/SFR)				Per Action	Full Cost	A	2, 3	\$354.00	\$225.13	\$287.91	\$62.78	21.8%	\$288.00	HSC 13916
1.6	Vegetation Management/Defensible Space/WUI Plan (2-10 homes)				Per Action	Full Cost	A	2, 3	\$531.00	\$405.58	\$518.57	\$112.99	21.8%	\$519.00	HSC 13916
1.7	Vegetation Management/Defensible Space Plan/WUI Plan (11 or more homes)				Per Action	Full Cost	A	2, 3	\$1,416.00	\$873.54	\$1,112.09	\$238.55	21.5%	\$1,112.00	HSC 13916
2.0	Fire and Life-Safety Inspection Fees for Residential Care Facilities [7]														
2.1	Fire Clearance Pre-Inspection				Each	Full Cost	B	2, 3	N/A NEW	\$127.92	\$159.31	\$31.39	19.7%	\$159.00	HSC 13916
2.2	Residentially Based Licensed and Non-Licensed Care Facilities				Per Inspection	Full Cost	B	2, 3	N/A NEW	\$166.09	\$216.31	\$50.22	23.2%	\$216.00	KFD R2019-0001
3.0	Fire Inspections: State Fire Marshal Regulated Occupancies														
3.1	State Fire Marshal Regulated Occupancies: Group A, C, E, L, I, R, State Owned (per CFC Chapter 2)				Per Inspection	Full Cost	B	2, 3	N/A NEW	\$150.25	\$194.19	\$43.94	22.6%	\$194.00	HSC 13143
4.0	Miscellaneous Fire Inspections & Services														
4.1	Inspections outside of normal business hours				2 hour minimum	Fully Burdened Overtime Rate	B	2, 3	N/A NEW	\$146.74	\$196.96	\$50.22	25.5%	\$197.00	KFD R2019-0001
4.2	Additional plan review due to changes, additions or revisions to plans (Multiply by total hours in 1/2 hour increments)				Per Review, 1/2 hour minimum	Full Cost	B	2, 3	N/A NEW	\$53.54	\$66.09	\$12.55	19.0%	\$66.00	KFD R2019-0001
4.3	Fire Protection, Prevention and Emergency Services in Unusual Circumstances (Inspector) (9)				Each (per hour) 2 hour minimum	Full Cost	B	2, 3	N/A NEW	\$146.74	\$196.96	\$50.22	25.5%	\$197.00	KFD R2019-0001
4.4	Fire Protection, Prevention and Emergency Services in Unusual Circumstances (Battalion) (9)				Each (per hour) 2 hour minimum	Full Cost	B	2, 3	N/A NEW	\$183.70	\$183.70	\$0.00	0.0%	\$184.00	KFD R2019-0001
4.5	Re-sale Inspection Program Inspections				Per Inspection	Full Cost	A	2	N/A NEW	\$160.98	\$198.65	\$37.67	19.0%	\$199.00	TBD
5.0	California Fire Code Violation Penalties														
5.1	Unauthorized possession, storage, use and sale of fireworks				Each	\$500	B, C	5	N/A NEW	\$500.00	\$500.00	\$0.00	0.0%	\$500.00	KFD R2019-0001
5.2	Malicious or negligent false alarms				3 alarms within 180 consecutive days	\$397	B, C	5	N/A NEW	\$321.23	\$396.56	\$75.33	19.0%	\$397.00	KFD R2019-0001



EXHIBIT "A"

KENTFIELD FIRE DISTRICT FEE SCHEDULE 2021

		Description			Unit	Fee	Fee Type	Fee Category	2015	2019	2021	(+/-)	% Increase	2021 Rounded	Authority
6.0	Vegetation Management/Defensible Space/WUI														
6.1	Vegetation Management/Defensible Space/WUI			Inspection	Per Inspection	Full Cost	A	2, 3	N/A NEW	\$170.10	\$214.05	\$43.95	20.5%	\$214.00	KFD R2019-0001
6.2	Vegetation Management/Defensible Space/WUI			Enforcement (subject to collections process)	Each occurrence, Per Parcel	Full Cost + overhead	A	2, 3	N/A NEW	Direct Cost	Direct Cost	Direct Cost	Direct Cost	Direct Cost	PRC 4291.1
7.0	California Fire Code Permits														
7.1	Automatic Fire Extinguishing Systems NFPA 13/13R (Commercial, Multi-family residential, Residential >5000 sf) [2]														
7.1.1	New 13/13R System Installation [first 50 heads]			First 50 heads per system	First 50 heads per system	Full Cost	A	2, 3	\$531.00	\$356.53	\$463.25	\$106.72	23.0%	\$463.00	105.7.1
7.1.2	New 13/13R System Installation [each additional 25 heads]			Each additional 1-25 heads per system	Each additional 1-25 heads per system	Full Cost	A	2, 3	N/A NEW	\$137.91	\$192.43	\$54.52	28.3%	\$192.00	105.7.1
7.1.3	13/13R Alteration or Addition Minor [5 or less heads, no Hydrostatic testing required, approved with sprinkler scope letter] (12)			19 heads or less	19 heads or less	Full Cost	A	2, 3	\$295.00	\$142.82	\$176.53	\$33.71	19.1%	\$177.00	105.7.1
7.1.3	13/13R Alteration or Addition Minor [6 to 20 heads, no Hydrostatic testing required]			19 heads or less	19 heads or less	Full Cost	A	2, 3	\$295.00	\$191.45	\$241.67	\$50.22	20.8%	\$242.00	105.7.1
7.1.4	13/13R Alteration or Addition [20 or more heads, Hydrostatic testing required]			20 or more heads	20 or more heads	Full Cost	A	2, 3	\$354.00	\$228.13	\$290.91	\$62.78	21.6%	\$291.00	105.7.1
7.1.5	Fire pumps and related equipment (all fire pumps regardless of NFPA sprinkler standard) [8]			Per review	Per review	Full Cost	A	2, 3	N/A NEW	\$301.50	\$389.39	\$87.89	22.6%	\$389.00	105.7.7
7.1.6	Standpipe systems [4]			Per review	Per review	Full Cost	A	2, 3	N/A NEW	\$264.82	\$340.15	\$75.33	22.1%	\$340.00	105.7.15
7.2	Automatic Fire Extinguishing Systems NFPA 13D (Residential <5000 sf) [2]														
7.2.1	New 13D System Installation			Per residence	Per residence	Full Cost	A	2, 3	\$354.00	\$264.82	\$340.15	\$75.33	22.1%	\$340.00	105.7.1
7.2.2	13D Alteration or addition [5 or less heads, approved with sprinkler scope letter] (12)			5 heads or less	5 heads or less	Full Cost	A	2, 3	N/A NEW	\$137.91	\$175.57	\$37.66	21.5%	\$176.00	105.7.1
7.2.3	13D Alteration or addition (More than 5 heads)			6 or more heads	6 or more heads	Full Cost	A	2, 3	N/A NEW	\$211.28	\$274.05	\$62.77	22.9%	\$274.00	105.7.1
7.3	Alternative Automatic Fire Extinguishing Systems [3]														
7.3.1	Alternative Automatic Fire Extinguishing Systems [3]			Per system	Per system	Full Cost	A	2, 3	\$354.00	\$228.13	\$290.91	\$62.78	21.6%	\$291.00	105.7.1
7.3.2	Alteration or addition			Per system	Per system	Full Cost	A	2, 3	N/A NEW	\$191.45	\$241.67	\$50.22	20.8%	\$242.00	105.7.1
7.4	Alarm monitoring equipment and devices for fire protection systems [5]														
7.4.1	New Alarm System Installation [first 20 devices]			First 20 devices per system	First 20 devices per system	Full Cost	A	2, 3	\$354.00	\$228.13	\$290.91	\$62.78	21.6%	\$291.00	105.7.1
7.4.2	New System Installation [each additional 20 devices]			Each additional 20 devices per system	Each additional 20 devices per system	Full Cost	A	2, 3	N/A NEW	\$191.45	\$241.67	\$50.22	20.8%	\$242.00	105.7.1
7.4.3	Alteration or addition			Per system	Per system	Full Cost	A	2, 3	N/A NEW	\$173.10	\$217.05	\$43.95	20.2%	\$217.00	105.7.1



EXHIBIT "A"

KENTFIELD FIRE DISTRICT FEE SCHEDULE 2021

Description		Unit	Fee	Fee Type	Fee Category	2015	2019	2021	(+/-)	% Increase	2021 Rounded	Authority
7.5	Underground Fire Service Systems [6]											105.7.1
7.5.1	Plan Check: Underground Fire Service Systems	Per system	Full Cost	A	2, 3	\$352.00	\$374.87	\$487.87	\$113.00	23.2%	\$488.00	105.7.1
7.5.2	Inspection and Testing: Underground Fire Service Systems (including hydrants) (up to 3 inspections)	Per system	Full Cost	A	2, 3	N/A NEW	\$191.45	\$241.67	\$50.22	20.8%	\$242.00	105.7.1
7.5.3	Additional UG inspections	Each	Full Cost	C	2, 3	N/A NEW	\$118.08	\$143.19	\$25.11	17.5%	\$143.00	R2014-134
7.6	Alternate Power Systems											105.7.13
7.6.2	Alt Power Systems, Commercial - Plan Check Review (Fee in addition to Building Dept. Fees)	Per review	Full Cost	A	2, 3	N/A NEW	\$332.19	\$432.63	\$100.44	23.2%	\$433.00	105.7.13
7.6.3	Solar Photovoltaic Power Systems, Residential - <u>Plan Check Review &amp; Inspection</u> (Fee in addition to Building Dept. Fees)	Per review	Full Cost	A	2, 3	\$312.00	\$222.13	\$284.91	\$62.78	22.0%	\$285.00	105.7.13
7.6.3	Solar Photovoltaic Power Systems, Residential - <u>Inspection Only</u> (Fee in addition to Building Dept. Fees)	Per review	Full Cost	A	2, 3	\$156.00	\$148.76	\$186.43	\$37.67	20.2%	\$186.00	105.7.13
8.0	Miscellaneous Systems and Uses											
8.1	Temporary membrane structures, tents, canopies Quantity 1	Per review	Full Cost	A	2, 3	\$177.00	\$130.42	\$161.81	\$31.39	19.4%	\$162.00	105.7.16
8.1	Temporary membrane structures, tents, canopies Quantity 2 or more	Per review	Full Cost	A	2, 3	\$177.00	\$317.24	\$329.79	\$12.55	3.8%	\$330.00	105.7.16
8.2	Emergency responder radio coverage system	Per review	Full Cost	A	2, 3	N/A NEW	\$405.56	\$631.11	\$125.55	23.6%	\$531.00	105.7.5
8.3	Security Gates and Fire Access related Projects	Per review	Full Cost	A	2, 3	\$177.00	\$185.45	\$235.67	\$50.22	21.3%	\$236.00	105.7.9
9.1	Operational Permits (See California Fire Code 105.6.1 through 105.6.46)											CFC Ch. 1

FOOTNOTES:

- [1] - Fee for building inspections conducted by fire prevention employees are typically "Fire Clearance" or "Fire T-nal" inspections. These inspections include but are not limited to inspection of fire extinguishers, exiting components, signage, emergency plans, utility identification, addressing, key box, gathering emergency contact information, travel time to occupancy, fire review, inspection documentation and data entry. Review of fire protection plans is considered additional service and is charged at full cost (See 7.1 through 7.5)
- [2] - Fire Sprinkler inspections include an initial inspection of rough piping, hangers, fasteners, head location and hydrostatic testing, a return inspection for final approval which includes finished trim, required testing, signage, and any other test required by the applicable NFPA design standard. If additional inspections are required due to non-compliance or other reasons, payment shall be made for the Full Costs of the additional inspections.
- [3] - Alternate fire extinguishing system plan reviews include confirmation that system design meets the manufacturer installation requirements. Reviews include equipment specifications, calculating system flow points, review of nozzle locations, mechanical systems and fire alarm requirements. Inspection time reflects the typical time required for one inspection to perform a complete system acceptance test of in accordance with the applicable NFPA standard. If additional inspections are required due to non-compliance, payment shall be made for the Full Costs of the additional inspections.
- [4] - Standpipe systems are usually reviewed and installed in combination with NFPA 13 systems. Inspections specific to standpipe systems include visual inspection, testing as required by the applicable NFPA design standard, and review of certification documentation. If additional inspections are required due to non-compliance, payment shall be made for the Full Costs of the additional inspections. Use of fire department equipment or personnel to test flow standpipes may require payment of Full Costs.
- [5] - Fire alarm inspections include one inspection to confirm design per approved plan, device locations, test system function, communication and any other test required by the applicable NFPA design standard. An additional inspection is included for return inspections to complete additional tests required by the applicable NFPA design standard (i.e. 24 hr battery test). If additional inspections are required due to non-compliance, payment shall be made for the Full Costs of the additional inspections.
- [6] - The following inspections are required for underground piping serving fire sprinkler systems and/or private hydrants: 1) Pre-pour inspection; 2) Hydrostatic testing; 3) Flush inspection.
- [7] - These inspections require the completion of a Fire Safety Inspection Request (STD 850 Form) for Community Care Licensing.
- [8] - Fire pump testing and commissioning with pump manufacturer.
- [9] Circumstances may include but are not limited to malicious or negligent false alarms, arson, dangerous or hazardous materials, standby services, and other circumstances where fire services are required as a result of purposeful or negligent conduct, or at special request and shall include response time, scene time, report writing time, and administrative time.
- [10] Minor permits are limited to the review and inspection of projects <100 sf in size that do not require fire protection additions or alterations. Minor permits may require plans and can be processed over the counter. Examples include: Minor Kitchen Remodel, Minor Bath Remodel, decks, sheds, fences, landscape structures (gazebos, play structures, etc.).
- [11] At the discretion of the fire code official or his designee, a ministerial permit may be issued when an action, response, review or inspection is prescribed by law or as part of the duties of the fire district but not represented by any other permit or fee located within the Districts approved fee schedule. Ministerial permits shall be considered the minimum permit fee and shall be based upon a minimum 1/2 hour of review/inspection and 1/4 hour administrative time. Ministerial permit fees may be increased to include the full cost for time associated with review or inspection with approval of the fire code official.
- [12] If modifications to the fire sprinkler system shall affect 5 or less sprinkler heads, or if modifications are not required, please provide verification in the form of a scope letter from a C-16 licensed contractor (fire sprinkler contractor). The letter shall be drafted on company letterhead and include the contractor's license number and stamp.



KENTFIELD FIRE DISTRICT FEE SCHEDULE 2021

Description		2021	Increase	(% +)		
(1.0) Fire Plan Review Services						
REVIEW	Project Design Review by District Employee					
	Fire Plan Check Review & Inspection Services for building permits ≥ 100 SF_ (Previously Ministerial Permit) [1]	\$285.00	\$62.78	22%		
	Minor Fire Plan Check Review and Inspection Services for building permit =<100 SF_ [10]	\$162.00	\$31.39	19%		
	Ministerial Permit (Minimum permit charge for actions which no fee is specifically indicated elsewhere) [11]	\$96.00	\$18.83	20%		
	Vegetation Management/Defensible Space/WUI Plan (Residential/SFR)	\$288.00	\$62.78	22%		
	Vegetation Management/Defensible Space/WUI Plan (2-10 homes)	\$519.00	\$112.99	22%		
(2.0/3.0/4.0/6.0) Miscellaneous Fire Inspections & Services						
INSP	Fire Clearance Pre-Inspection (Community Care Licensing) [7]	\$159.00	\$31.39	20%		
	Residentially Based Licensed and Non-Licensed Care Facilities [7]	\$216.00	\$50.22	23%		
	State Fire Marshal Regulated Occupancies: Group A,C, E, L, I, R, State Owned (per CFC Chapter 2) each	\$194.00	\$43.94	23%		
	Re-sale Inspection Program Inspections	\$199.00	\$37.67	19%		
	Vegetation Management/Defensible Space/WUI Inspection	\$214.00	\$43.95	21%		
	Security Gates: Plan Review and Inspection	\$236.00	\$50.22	21.3%		
	Temporary Membrane Structures: Plan Review and Inspection	\$162.00	\$31.39	19.4%		
	(7.1) Automatic Fire Extinguishing Systems NFPA 13/13R [2]					
AFS	New 13/13R System Installation [first 50 heads]	\$463.00	\$106.72	23%		
	New 13/13R System Installation [each additional 25 heads]	\$192.00	\$54.52	28%		
	13/13R Alteration/Addition Minor [5 or < heads, no Hydro test required, approved with sprinkler scope letter] [12]	\$177.00	\$33.71	19%		
	13/13R Alteration or Addition Minor [6 to 20 heads, no Hydrostatic testing required]	\$242.00	\$50.22	21%		
	13/13R Alteration or Addition [20 or more heads, Hydrostatic testing required]	\$291.00	\$62.78	22%		
	Fire pumps and related equipment (all fire pumps regardless of NFPA sprinkler standard) [8]	\$389.00	\$87.89	23%		
Standpipe systems [4]				\$340.00	\$75.33	22%
(7.2) Automatic Fire Extinguishing Systems NFPA 13D [2]						
AFS	New 13D System Installation	\$340.00	\$75.33	22%		
	13D Alteration or addition [5 or less heads, approved with sprinkler scope letter] [12]	\$176.00	\$37.66	21%		
	13D Alteration or addition (More than 5 heads)	\$274.00	\$62.77	23%		
(7.3) Alternative Automatic Fire Extinguishing Systems [3]						
FE	Alternative Automatic Fire Extinguishing Systems [3]	\$291.00	\$62.78	22%		
	Alteration or addition	\$242.00	\$50.22	21%		



KENTFIELD FIRE DISTRICT FEE SCHEDULE 2021

Description		2021	Increase	(% +)
(7.4) Alarm monitoring equipment and devices for fire protection systems [5]				
FA	New Alarm System Installation [first 20 devices]	\$291.00	\$62.78	22%
	New System Installation [each additional 20 devices]	\$242.00	\$50.22	21%
	Alteration or addition	\$217.00	\$43.95	20%
(7.5) Underground Fire Service Systems [6]				
UG	Plan Check: Underground Fire Service Systems	\$488.00	\$113.00	23%
	Inspection and Testing: Underground Fire Service Systems (including hydrants) (up to 3 inspections)	\$242.00	\$50.22	21%
(7.6) Alternate Power Systems (PV, ESS Battery Systems, Generators)				
ALT	Alt Power Systems, Commercial - <u>Plan Check Review &amp; Inspection</u> (Fee in addition to Building Dept. Fees)	\$433.00	\$100.44	23%
	Alt Power Systems, <u>Residential - Plan Check Review &amp; Inspection</u> (This fee is in addition to Building Dept. Fees)	\$285.00	\$62.78	22%
	Alternate Power Systems, <u>Residential - Inspection Only</u> (This fee is in addition to Building Dept. Fees)	\$186.00	\$37.67	20%

FOOTNOTES:

- [1] - Fee for building inspections conducted by fire prevention employees are typically "Fire Clearance" or "Fire Final" inspections. These inspections include but are not limited to inspection of fire extinguishers, exiting components, signage, emergency plans, utility identification, addressing, key box, gathering emergency contact information, travel time to occupancy, file review, inspection documentation and data entry. Review of fire protection plans is considered additional service and is charged at full cost (See 7.1 through 7.5)
- [2] - Fire Sprinkler inspections include an initial inspection of rough piping, hangers, fasteners, head location and hydrostatic testing, a return inspection for final approval which includes finished trim, required testing, signage, and any other test required by the applicable NFPA design standard. If additional inspections are required due to non-compliance or other reasons, payment shall be made for the Full Costs of the additional inspections.
- [3] - Alternate fire extinguishing system plan reviews include confirmation that system design meets the manufacturer installation requirements. Reviews include equipment specifications, calculating system flow points, review of nozzle locations, mechanical systems and fire alarm requirements. Inspection time reflects the typical time required for one inspection to perform a complete system acceptance test of in accordance with the applicable NFPA standard. If additional inspections are required due to non-compliance, payment shall be made for the Full Costs of the additional inspections.
- [4] - Standpipe systems are usually reviewed and installed in combination with NFPA 13 systems. Inspections specific to standpipe systems include visual inspection, testing as required by the applicable NFPA design standard, and review of certification documentation. If additional inspections are required due to non-compliance, payment shall be made for the Full Costs of the additional inspections. Use of fire department equipment or personnel to test flow standpipes may require payment of Full Costs.
- [5] - Fire alarm inspections include one inspection to confirm design per approved plan, device locations, test system function, communication and any other test required by the applicable NFPA design standard. An additional inspection is included for return inspections to complete additional tests required by the applicable NFPA design standard (i.e. 24 hr battery test). If additional inspections are required due to non-compliance, payment shall be made for the Full Costs of the additional inspections.
- [6] - The following inspections are required for underground piping serving fire sprinkler systems and/or private hydrants: 1) Pre-pour inspection; 2) Hydrostatic testing; 3) Flush inspection.

# KENTFIELD FIRE DISTRICT FEE SCHEDULE 2021

[7] - These inspections require the completion of a Fire Safety Inspection Request (STD 850 Form) for Community Care Licensing.

[8] - Fire pump testing and commissioning with pump manufacturer.

[9] Circumstances may include but are not limited to malicious or negligent false alarms, arson, dangerous or hazardous materials, standby services, and other circumstances where fire services are required as a result of purposeful or negligent conduct, or at special request and shall include response time, scene time, report writing time, and administrative time.

[10] Minor permits are limited to the review and inspection of projects <100 sf in size that do not require fire protection additions or alterations. Minor permits may require plans and can be processed over the counter. Examples include: Minor Kitchen Remodel, Minor Bath Remodel, decks, sheds, fences, landscape structures (gazebos, play structures, etc.).

[11] At the discretion of the fire code official or his designee, a ministerial permit may be issued when an action, response, review or inspection is prescribed by law or as part of the duties of the fire district but not represented by any other permit or fee located within the Districts approved fee schedule. Ministerial permits shall be considered the minimum permit fee and shall be based upon a minimum 1/2 hour of review/inspection and 1/4 hour administrative time. Ministerial permit fees may be increased to include the full cost for time associated with review or inspection with approval of the fire code official.

[12] If modifications to the fire sprinkler system shall affect 5 or less sprinkler heads, or if modifications are not required, please provide verification in the form of a scope letter from a C-16 licensed contractor (fire sprinkler contractor). The letter shall be drafted on company letterhead and include the contractor's license number and stamp.



Kentfield Fire Protection District  
Fees and Charges

**Legend for Implementing the Fee Schedule Spreadsheet:**

Each row of the Fee Schedule Spreadsheet identifies a separate fee, with a column for: the Fee Description, the Fee Amount, the Fee Type, the Fee Category, and the Authority.

- The Fee Description columns identify a fee number and a narrative description for the fee.
- The Fee Amount column (or columns) identifies how the amount of the fee is calculated. (See “Key to Fee Amounts,” set forth below.)
- The Fee Type column identifies one of five Fee Types (“A” through “E”), which generally identifies the processes by which the fee will be imposed. (See “Key to Fee Types,” below.)
- The Fee Category column identifies one or more of seven Fee Categories (“1” through “7”), which identifies the relevant subsection of California Constitution Article XIII C, Section 1(e) establishing that the fee is exempt from the constitutional definition of a tax. (See “Key to Fee Categories,” below.)
- The Authority column identifies the legal authority for the imposition of the fee.

**Key to Fee Amounts**

In the Fee Amount columns of the Fee Schedule Spreadsheet, the following defined terms are used:

- **Direct Cost:** Direct cost is defined as the direct cost incurred by the District in performing a service, including the direct wages and benefits calculated as the productive hourly rate for employee(s) providing the service, actual equipment cost directly attributable to the service provided, and any actual discrete costs incurred by the District in performing the service (e.g., payment to vendor or contractor for services provided).
- **Full Cost:** Full Cost is defined as the full cost incurred by the District in performing a service including, but not limited to, the fully burdened rate (defined below) for staff time, fully burdened overtime rate (defined below) for staff services performed after normal working hours, the cost for materials, vehicles, equipment, and contracts. Material costs include any supplies used (i.e. paper, printing, electronic data collection or archive software or equipment, etc.). Vehicle costs are based on hourly vehicle rates that include operations and maintenance costs, replacement cost of vehicle, overhead/administrative costs, insurance, accident repair costs, and fuel. Contract costs are the cost for a contractor to perform work on behalf of the District.
  - Full Costs are subject to a minimum of 1/2 hour of the Fully Burdened Rate for positions performing service.

**Fully Burdened Rate:** a billable rate that captures all costs associated with employees, over and above gross compensation or payroll costs. Typical costs associated with the burdened rate include payroll taxes, worker's compensation, health insurance, paid time off, pension contributions, other benefits, and indirect costs including departmental and Districtwide administrative overhead allocations.

- **Fully Burdened Overtime Rate:** a billable rate that includes only those benefits applied to overtime (unemployment, workers' compensation) and direct Districtwide overhead/administrative costs.
- **Updates to Standard Direct Costs and Full Costs.** Fully burdened rates and fully burdened overtime rates are updated from time to time when District employee salaries, benefits and/or overhead rates (cost allocation plan) are updated. Vehicle and equipment rates are generally updated bi-annually as part of the budget cycle. A listing of current "Direct Costs" and "Full Costs" is maintained at the District Office and may be requested from the District Secretary at 415-453-7464.

**Key to Fee Types**

For each fee on the Fee Schedule, the "Fee Type" column identifies a letter ("A" through "C") which corresponds to the relevant "Fee Type" process by which the fee will be imposed, as set forth below:

- A. *The charge must be paid to the District prior to, and as a condition of, the District providing the requested service or product, and as a condition of the District issuing a license, entitlement, or permit. Any Fee Type "A" is non- refundable.*
  - i. *NOTE: Fee Type "A" includes plan Review and Inspection. Fees shall be paid at time of plan check submittal.*
- B. *The charge may be paid to the District after the District has provided the requested service. The charge must be paid no later than 30 days after the District provides a written invoice of the amount owed. Any Fee Type "C" is non- refundable.*
- C. *The charge is a fine or penalty that must be paid in accordance with the applicable provisions of the California Fire Code adopted by the Kentfield Fire Protection District.*

**Key to Fee Categories**

For each fee on the Fee Schedule, the "Fee Category" column identifies a number ("1" through "7") which corresponds to a subsection of California Constitution Article XIII C, Section 1(e) establishing that the fee is exempt from the constitutional definition of a tax, for the reason set forth below:

- 1. **Article XIII C, Section 1(e)(1)**  
*A charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege.*

**2. Article XIII C, Section 1(e)(2)**

*A charge imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.*

**3. Article XIII C, Section 1(e)(3)**

*A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, and the administrative enforcement and adjudication thereof.*

**4. Article XIII C, Section 1(e)(4)**

*A charge imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property.*

**5. Article XIII C, Section 1(e)(5)**

*A fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government, as a result of a violation of law.*

**6. Article XIII C, Section 1(e)(6)**

*A charge imposed as a condition of property development.*

**7. Article XIII C, Section 1(e)(7)**

*An assessment or property-related fee imposed in accordance with the provisions of California Constitution Article XIII D.*


# KENTFIELD FIRE PROTECTION DISTRICT

1004 SIR FRANCIS DRAKE BOULEVARD

KENTFIELD CA. 94904

---

Phone (415) 453-7464  
Fax (415) 453-4578

**TO:** Board of Directors  
**FROM:** Mark Pomi, Fire Chief   
**SUBJECT:** OPEB Actuarial Services Agreement  
**DATE:** 3/30/2021

In this month's Board packet is a proposal from MacLeod Watts to provide us with an updated actuarial valuation relative to the District's OPEB liability, (Other Post Employment Benefits) under GASB 75. The District has contracted with MacLeod Watts for past required actuarial valuations. This study will focus on the valuation of the Post-Employment Medical Benefits for the District staff and Directors. The purpose is to determine future annual minimum contributions to the CalPERS Trust (CERBT) as well as determine any change in funded/underfunded liabilities.

**New actuarial valuation as of June 30, 2021:**

This is what the new proposal covers.

The results of the new valuation will be used:

- a. To determine the OPEB funding levels for fiscal years ending 2023, 2024 and estimate for 2025
- b. To prepare the GASB 75 report for FYE 2022
- c. To prepare the GASB 75 report for FYE 2023
- d. To prepare the required forms to submit to CERBT

The total fees are similar to what they were in total for the last valuation, funding, and two GASB 75 reports (\$8,150 in total).

I recommend that the Board review, discuss, and consider approving.

# MacLeod Watts

March 29, 2021

Mr. Mark Pomi  
Fire Chief  
Kentfield Fire Protection District  
1004 Sir Francis Drake Boulevard  
Kentfield, CA 94904

Re: Engagement Letter - OPEB Actuarial Valuation Services

Dear Chief Pomi,

This letter serves as MacLeod Watts' proposal to prepare an updated actuarial valuation of other postemployment benefits (OPEB) liabilities for Kentfield Fire Protection District. This valuation will assist with upcoming OPEB contribution levels and GASB 75 accounting requirements.

GASB 75 requires that updated calculations be prepared after the close of *every* fiscal year end. However, each valuation may generally be used for two years in the development of your plan accounting under GASB 75. We propose the following projects be completed to assist the District:

1. *Preparation of a new biennial actuarial valuation as of June 30, 2021.* This valuation will: (a) remeasure plan liabilities; (b) be applied to develop Actuarially Determined Contributions (ADCs) for plan funding; and (c) serve as the foundation of the GASB 75 reporting described below.
2. *FYE 2022 GASB 75 information* (measurement date June 30, 2021; uses June 30, 2021 valuation)
3. *FYE 2023 GASB 75 information* (measurement date June 30, 2022; uses June 30, 2021 valuation)

The **data request** for the June 30, 2021 valuation will include a file for gathering the employee data, a questionnaire about benefit eligibility and amounts, trust information, recent benefits paid and other documentation. **Benefits to be valued** will be based on the District's current plan provisions.

**Timing and fees:** This proposal covers more than one project. The full 2021 valuation is expected to take 40 - 45 days to complete. Interim year GASB 75 reports are typically completed within 20 days after receiving all requested data. The fees we propose for each project are shown on the next page.

If you are comfortable with the projects as outlined and the fees quoted, please return a signed copy back to us by email. We appreciate the opportunity to work with the District on these assignments.

Cordially,



Catherine L. MacLeod, FSA, FCA, EA, MAAA  
Principal & Consulting Actuary





**Proposed Projects and Fees**

**June 30, 2021 Biennial Actuarial Valuation, Development of ADCs,  
and FYE 2022 GASB 75 Report** **\$6,200**  
*(Measurement Date 6/30/2021)*

A new biennial valuation will be prepared to remeasure plan liabilities as of June 30, 2021 with results reconciled to the prior valuation. A single report will include the GASB 75 accounting information for fiscal year end June 30, 2022 and provide Actuarially Determined Contribution levels (ADCs) through the District’s fiscal year end June 30, 2024 (and an estimate for FYE 2025).

This fee also includes preparation of the CERBT actuarial forms and conference calls, as needed, to review valuation results with the District.

It is our understanding that there have been no changes to benefits provided since the prior actuarial report and that District intends to contribute 100% or more of each year’s ADC. If there have been changes to retiree benefits and/or OPEB funding, please let us know.

**FYE June 30, 2023 GASB 75 Report** **\$1,950**  
*(Measurement Date: 6/30/2022; Val Date 6/30/2021)*

The report will be issued after June 30, 2023 when all needed information will be available. If there are material changes in plan population, benefits, then a new valuation may be required in lieu of a roll forward of results from the 2021 valuation.

**Out-of-Scope Services:** The following are examples of work beyond the actuarial valuation and GASB 75 reports that we would consider out-of-scope and may result in additional fees:

- 1) breakout of results by subgroups other than as noted above; 2) required data analysis in excess of 6 hours; 3) material changes to benefits or eligible members; 4) in person meetings; 5) auditor assistance in excess of 2 hours; 6) GASB 75 discount rate tests if plan funding levels fall below the ADC; 7) consulting or actuarial projections relating to possible plan redesign, experience studies or long-term forecasting.

Our 2021 hourly rates for out-of-scope services are:

Consultant	2021 Rate per Hour
Senior Actuarial Consultants	\$370
Actuarial Consultants	290-340
Actuarial Analysts	155 - 260
Administrative Staff	105 - 130

-----  
If the fees and terms described above for this project(s) are acceptable, please sign and date below.

Accepted: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mark Pomi - Chief

# KENTFIELD FIRE PROTECTION DISTRICT

Phone (415) 453-7464

Fax (415) 453-4578

1004 SIR FRANCIS DRAKE BOULEVARD

KENTFIELD CA. 94904

---

**TO:** Board of Directors  
**FROM:** Andrew Marty, Captain  
**SUBJECT:** Kentfield Fire District Type 3 Engine  
**DATE:** 5/5/2021

Proposal for purchasing a Type 3 fire engine

The Kentfield Fire District staff is proposing that the Kentfield Fire District consider purchasing a Type 3 fire engine. We feel that it will benefit the fire district as we continue to see an increased threat of wildland fires to our community, county, and the state of California. Type 3 fire engines are designed to be most effective operating in the wildland fire environment. The increased mobility and maneuverability from a shorter wheelbase along with 4-wheel drive gives us the ability to be most effective in confronting potential wildland fires within our community. Additionally, a Type 3 fire engine will leave us best prepared in meeting increased staffing requests to respond during red flag conditions, and pre-positioned events. Responding within the state of California under the statewide master mutual aid system will allow us to be a part of a strike team comprised of various Marin County fire agency resources. By doing so, this provides greater safety due to already developed working relationships, improved communication from standardized training, and understood experience levels. Our recommendation is for the Kentfield Fire District Board of Directors to consider the purchase of a Type 3 fire engine to be added to the Kentfield Fire District Fleet.

# **Kentfield Fire Protection District**

## **Type 3 Fire Engine Proposal**

- Background
- Benefits
- Cost and Timeline
- Questions



- ACCESS
- 4 WHEEL DRIVE
- SHORT WHEELBASE
- MANEUVERABILITY
- MOBILE ATTACK

# Benefits





# Indian Fire Road

- ACCESS
- 4 WHEEL DRIVE





# SHORT WHEELBASE MANEUVERABILITY

Brushwood Lane



Murray Ave





- MOBILE ATTACK





# Benefits

- PRE POSITION / RED FLAG CONDITIONS
- MUTUAL AID
  - MARIN COUNTY MATRIX
- SAFETY
  - CREW FAMILIARITY
  - COMMUNICATION

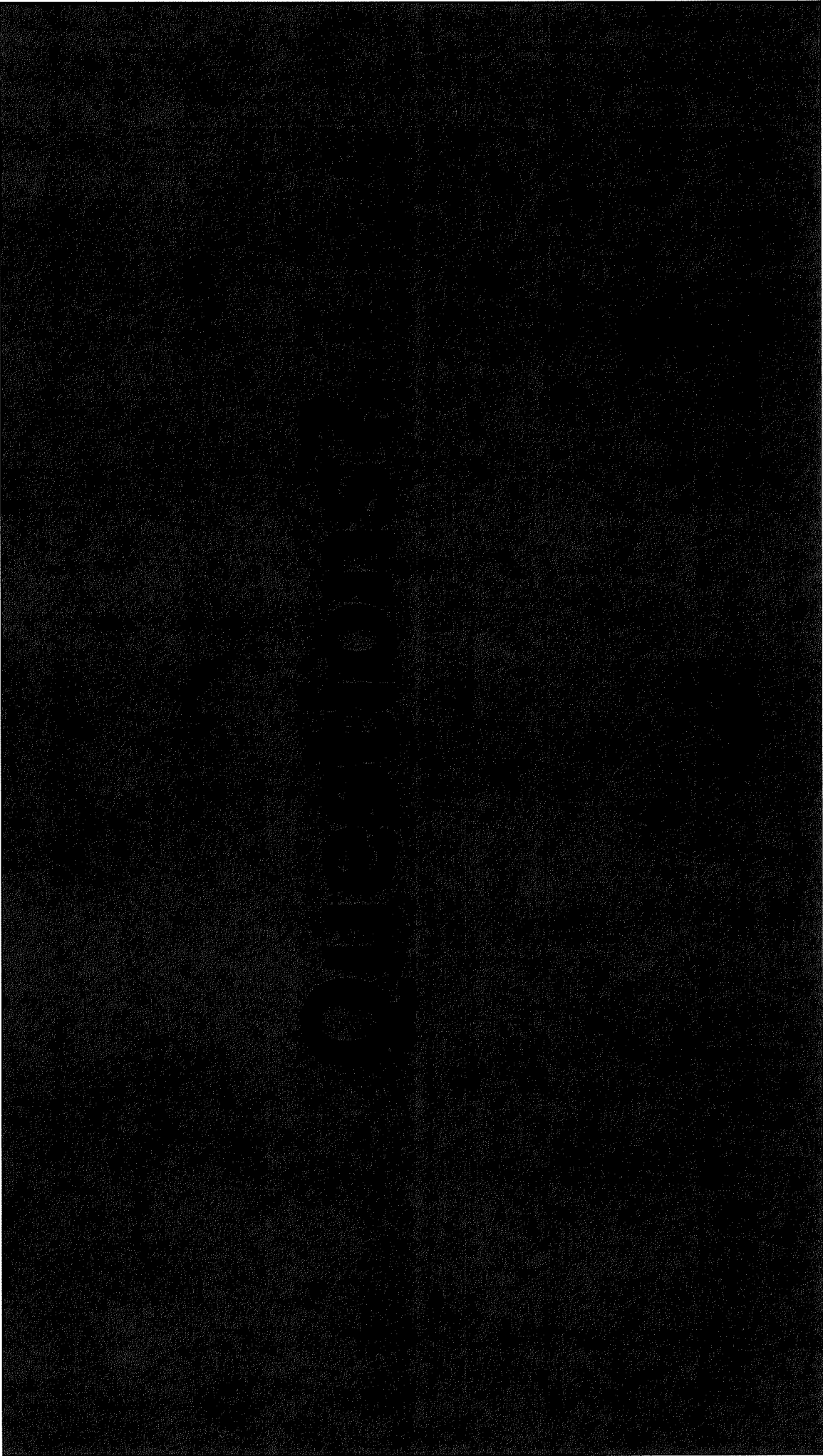




# Cost and Timeline

- HI-TECH EMERGENCY VEHICLE SERVICE, INC.
- ESTIMATED BUILD TIME 18 MONTHS
- APPROXIMATE COST
  - ENGINE:\$450,000
  - EQUIPMENT: \$50,000
- REIMBURSEMENT PER DAY
  - \$2,024.00









## Board Meeting – Chief's Report

May 2021

### Water Use Restrictions Action/Order: (Implemented 4/20/2021)

**Objective:** Reduce the amount of water used by the Kentfield Fire District in routine station and training activities.

1. Until further notice, all personnel are to begin reducing water usage by 25%.
2. Engine companies shall only flow water, at minimum amounts, during training activities and when necessary. Such use shall have the approval of a Chief Officer. Please maximize use of the drafting pits or other sources of water if necessary.
3. Landscape watering shall be generally discontinued. Please evaluate drip systems to maximize conservation. Watering of individual plants may be necessary if they appear to be dying. Please remove any dead landscape materials.
4. Washing of apparatus shall be kept to a minimum and be done at the discretion of the Company Officer. Please do your best to keep your apparatus clean under these circumstances. Any necessary washing of vehicles should be done with discretion and recognize such activity could be negatively viewed. Washing of personal vehicles shall not occur.
5. Ensure all garden type hoses around the station are equipped with a shutoff nozzle and such nozzles shall be maintained in proper leak-free operating condition.
6. Recognize station water use and keep shower time to a minimum. Remember to turn off the water while brushing teeth or shaving.
7. Dishwasher should be operated with a full load only.
8. When washing your duty gear and fire station related laundry, please make every effort to use full loads and efficiency settings.
9. Repair any leaks within and around fire facilities and promptly report, those observed elsewhere.
10. Fire Hydrant flow testing shall be strictly limited and only allowed if approved by a Chief Officer. Predicted flow information may be obtained through MMWD.
11. Fire hose testing may be deferred if possible and should be completed in a manner to capture and/or recycle water that is used.

Respectfully,

*Mark Pomi*

Mark Pomi, Fire Chief



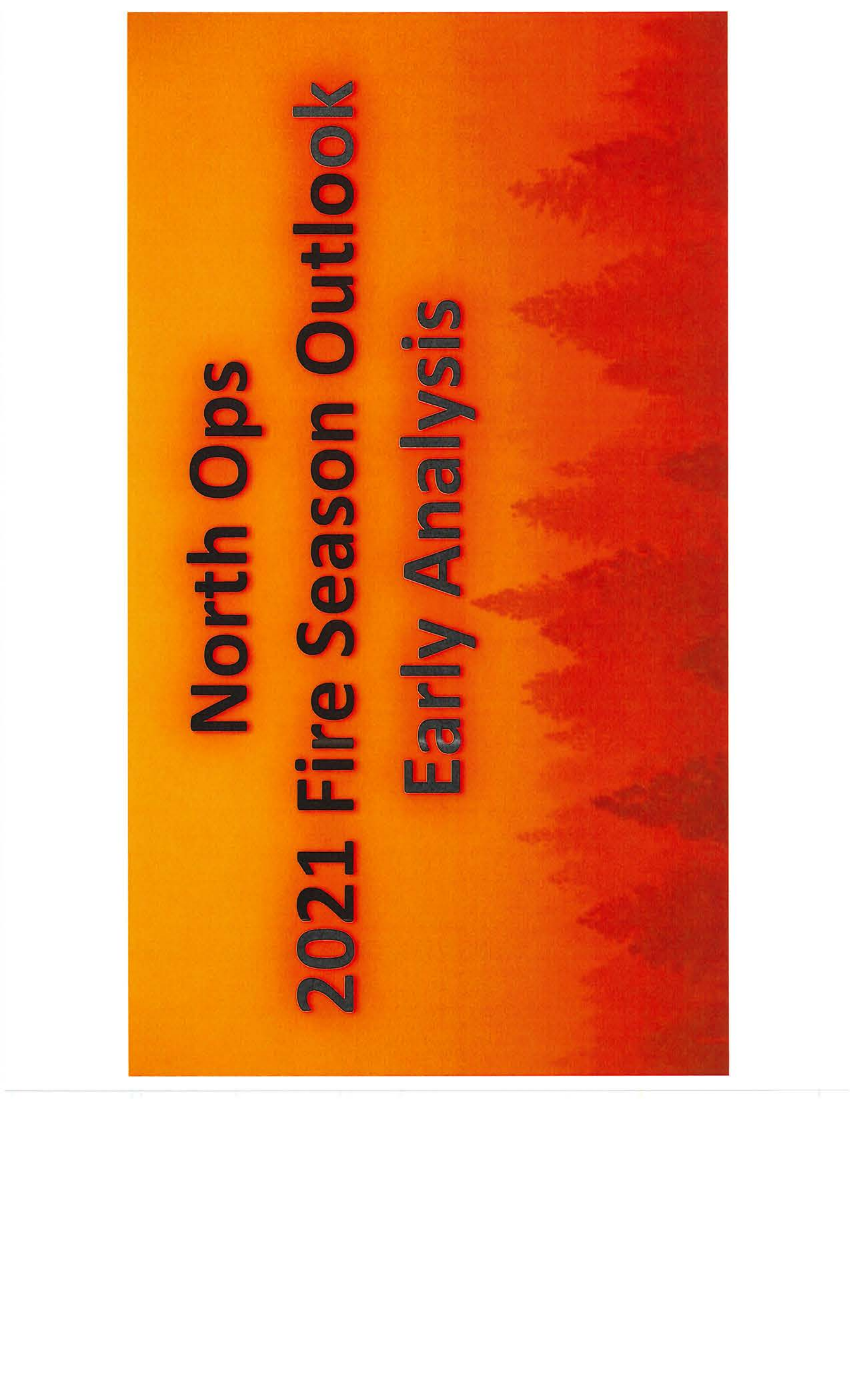
**SEVERE DROUGHT**  
**PLEASE CONSERVE WATER**



**FIRE DEPARTMENT TRAINING**  
**UTILIZING WATER**  
**CONSERVATION MEASURES**

**Kentfield Fire Protection District**



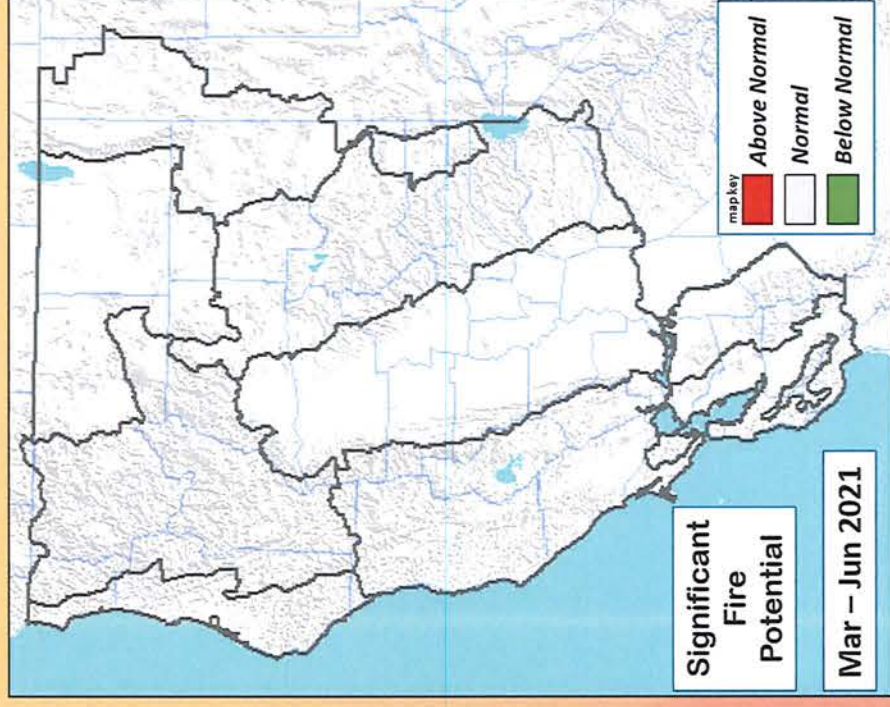


# **North Ops**

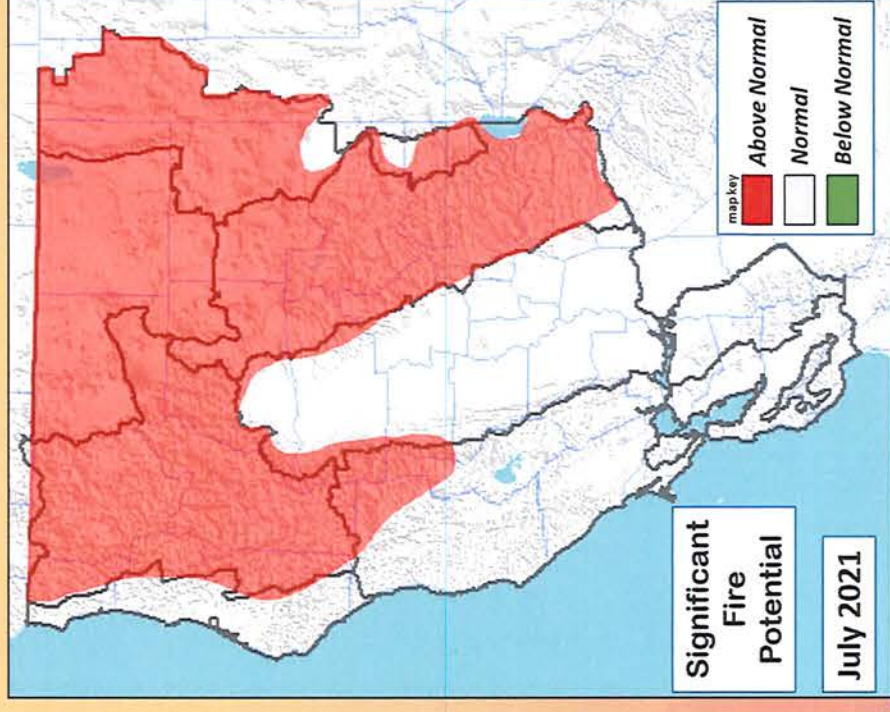
## **2021 Fire Season Outlook**

### **Early Analysis**

# Normal Large Fire Potential April through June



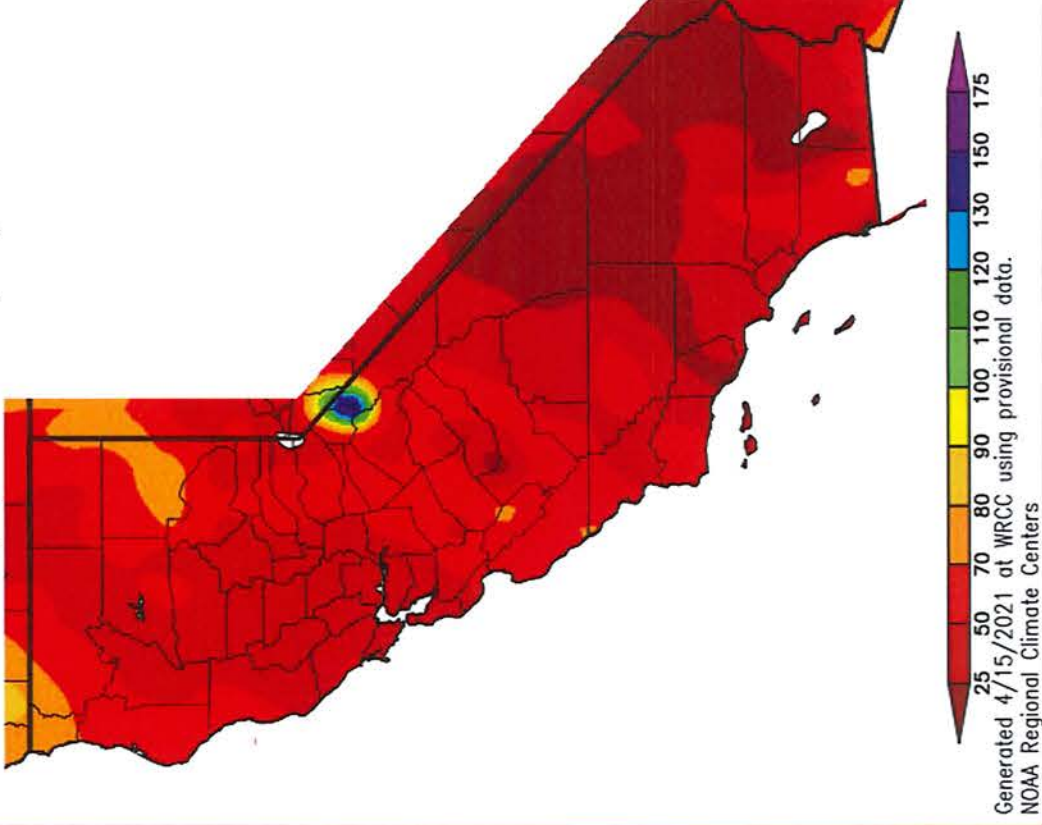
# Normal Large Fire Potential July...and August



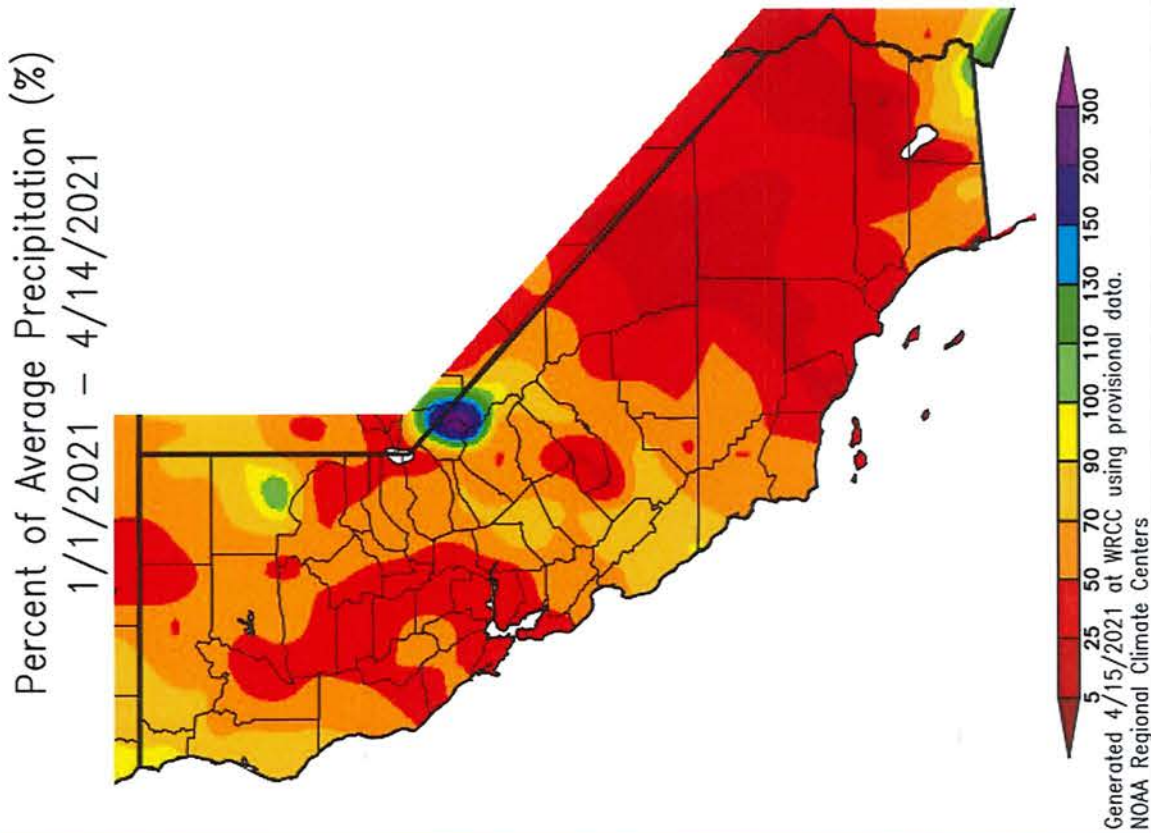


# Precipitation since Oct 1 - % of normal

Percent of Average Precipitation (%)  
10/1/2020 – 4/14/2021



Precipitation  
since Jan 1 -  
% of normal





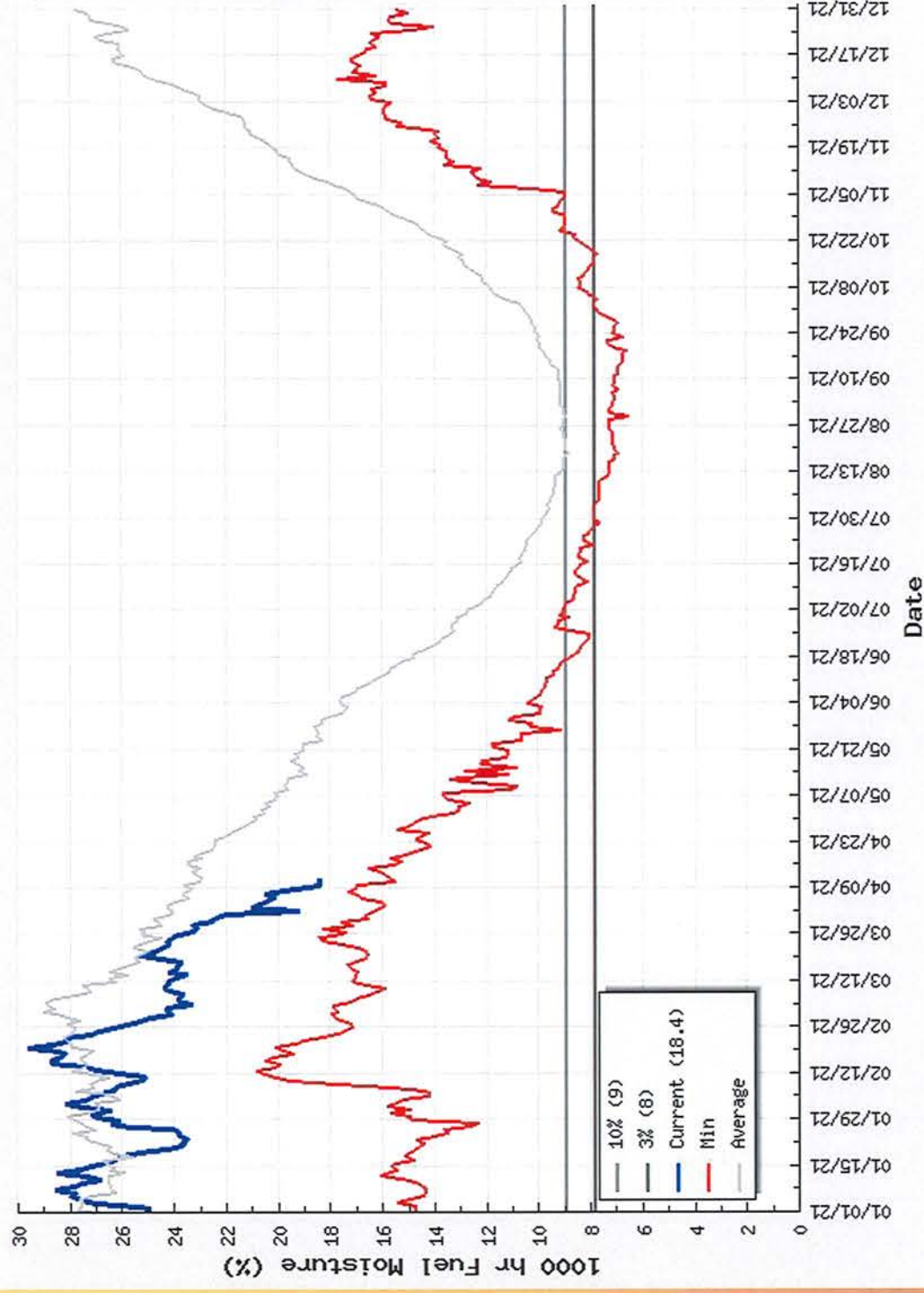
**Fuel and soil moisture are below average due to the dry conditions**

**This trend is expected to continue through the end of the rainy season**



# N Ops Average 1000-hr Fuel Moisture

NZ  
Valid Date: 12-Apr-2021

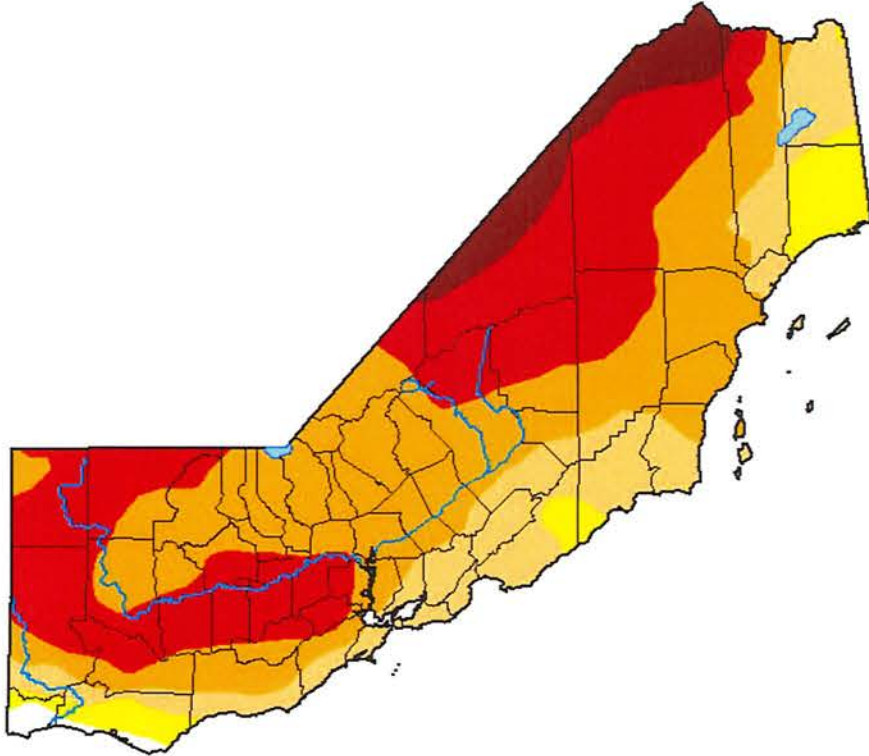


# Drought Monitor

## April 13, 2021

### U.S. Drought Monitor

## California



**April 13, 2021**  
(Released Thursday, Apr. 15, 2021)  
Valid 8 a.m. EDT

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	0.78	99.22	94.14	76.97	38.68	5.36
Last Week 04-06-2021	0.77	99.23	92.65	69.68	35.42	5.36
3 Months Ago 01-12-2021	0.00	100.00	95.20	79.10	39.50	1.19
Start of Calendar Year 12-29-2020	0.00	100.00	95.17	74.34	33.75	1.19
Start of Water Year 09-29-2020	15.35	84.65	67.65	35.62	12.74	0.00
One Year Ago 04-14-2020	41.80	58.20	35.70	12.83	0.00	0.00

Intensity:



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Deborah Bathke  
National Drought Mitigation Center



[droughtmonitor.unl.edu](https://droughtmonitor.unl.edu)



## As it looks now...

- Dry fuels of all sizes and types in all areas
- Weak snowpack – early and light melt off
- Normal to below normal low elevation fine fuel crop that cures early



## As things look now...

- Early start to fire season in most areas
- Closer to normal summer/fall fire season below 3000 ft
- More active than normal fire season above 3000 ft

# What We Don't Know Yet

- W Coast or 4 Corners high – frequency and duration of heat waves
- Monsoon – lightning amount and locations
- Fall N-NE/Offshore winds – frequency and strength



## Conclusion (at this point)

- Early start to fire season in most areas
- Closer to normal late summer/fall fire season below 3000 ft
- More active than normal and earlier start than normal to fire season above 3000 ft





#### MWPA –Measure C

It is important to note that final approval of the spending of funds from Measure C rests with the Governing Board of the MWPA. The Kentfield Fire Protection District contributes a voting member to this Governing body.

Measure C is expected to raise an estimated \$19.3M annually. Per the Measure’s Ordinance, it divides the use of these funds into three broad categories, or “buckets”, each containing specific bodies of work: JPA Core Functions – 60%; Defensible Space Evaluations – 20%; and Local Wildfire Prevention Mitigation – 20%.

Each category receives a percentage of the total funding, which is then dispersed based on regions, and in the case of the last category, to the local agencies, (JPA Core Functions – 60% dispersed across five regions; Defensible Space Evaluations – 20% dispersed across five regions or locally; and Local Wildfire Prevention Mitigation – 20% dispersed locally). The Central Marin Region includes the City of Larkspur, Town of Corte Madera, Ross, San Anselmo, Fairfax, Sleep Hollow and the Kentfield Fire District.

PROGRAM AREA	% OF FUNDS
<b>JPA CORE</b> <ul style="list-style-type: none"><li>• Wildfire Detection &amp; Evacuation Program Improvements</li><li>• Vegetation Management / Fire Hazard Reduction</li><li>• Grants Management</li><li>• Public Education / FireSafeMarin</li></ul>	<b>60%</b>
<b>Defensible Space Evaluations – Home Hardening</b>	<b>20%</b>
<b>Local Wildfire Prevention Mitigation</b>	<b>20%</b>

#### Cost Estimates & Proposed Program – Kentfield Fire Protection District

The County estimates that the Kentfield Fire Protection District would generate approximately \$580K from the collection of taxes under Measure C.

It is estimated that the Kentfield Fire District would receive **\$110K** for local mitigation projects, and **\$110K** for hiring defensible space inspectors. These two amounts comprise of the two 20% “buckets” noted in the JPA. For the Fire District, the two 20% buckets would result in an estimated **\$220K** directly to the District.

Of the 60% bucket, the JPA would prioritize projects throughout the County and identify where those monies were best spent within the JPA requirements. The District will benefit directly and indirectly from the funds expended from the 60% bucket (JPA Core Functions). The remaining 60% bucket which includes the JPA Core funds would be \$360K for the KFD.

**Local Mitigation and Defensible Space Inspectors**

The priorities listed below are in the planning and CEQA process for the Kentfield Fire District.

- Defensible Space & Home Hardening Inspection Program. **\$75,000** Kentfield & Greenbrae District Wide.
- Open Space Land. (WUI) with highly valued assets at risk. Continuing and strengthen projects from neighboring agencies. Needs Implementation. **\$50,000** From King Mountain Loop project (Larkspur) to 76 Ridgecrest Rd.
- MMWD Land. (WUI) with highly valued assets at risk. New project. Needs Implementation. **\$7,500** From 123 Crown Rd, including the area of Harry Allen Trail to area of Goodhill Rd and Crown Rd.
- MMWD Land. (WUI) with highly valued assets at risk. Past fuel break completed. Needs to be maintained and strengthened. **\$7,500** From 123 Crown Rd, to Phoenix Rd and continuing on the Indian Fire Rd stopping at Blithedale Ridge/Eldridge Grade intersection.
- Open Space Land. (WUI) with highly valued assets at risk. Proposed project. Needs Implementation. **\$7,500** From 351 Evergreen Rd to 414 Crown Rd to 12 Ridgecrest Rd. South and Southeast facing slope.
- Open Space Land. (WUI) with highly valued assets at risk. Past fuel break completed. Needs to be maintained and strengthened. **\$35,000** From 12 Ridgecrest Rd to 76 Ridgecrest Rd. including all of BlueRidge Rd. Southwest facing slope.
- Private Land. (WUI) Fire access road and evacuation route maintenance. Past work completed. Needs to be maintained and strengthened. **\$7,500** From 296 Crown road to 8 Woodland Place.
- Private Ownership w. MCOSD Private w/ some Open Space Land. (WUI) Fire access road and evacuation route maintenance. Past work completed. Needs to be maintained and strengthened. **\$10,000** From 147 Crown road to Coronet Way.
- Private w/ some Open Space Land. (WUI) Fire access road and evacuation route maintenance. Past work completed. Needs to be maintained and strengthened. **\$5,000** From 390 Evergreen Drive to Indian fire Rd.
- Private land. (WUI) Fire access road and evacuation route maintenance. New project. Needs Implementation. **\$5,000** From 161 Rancheria Rd connection to 144 Rancheria Rd.
- Private land. (WUI) Fire access road and evacuation route maintenance. Past work completed. Needs to be maintained and strengthened. **\$2,500** From 530 Woodland Rd to 503 Goodhill Rd.
- Private Land. (WUI) with highly valued assets at risk. Fire access road and evacuation route maintenance and create new fuel break. May continue and strengthen projects from neighboring agencies. Needs Implementation. **\$45,000** Brushwood Lane/ Tamal Vista KNT.
- Private Land. (WUI) with highly valued assets at risk. Fire access road and evacuation route maintenance and create new fuel break. May continue and strengthening projects from neighboring agencies. Needs Implementation. **\$40,000** Brushwood Lane/ Vista Grande KNT.
- Removal of dead and dying hazard trees throughout the community with emphasis on mitigation within 100' of structures, adjacent to evacuation and fire access routes, and those that threaten critical infrastructure and utilities. **\$205,000** Kentfield & Greenbrae District Wide.

Estimated total cost: **\$517,500** for proposed priorities

The projects listed below were completed in the Kentfield Fire District:

- Completed over 700 D-Space evaluations in the Woodlands.
- Completed evacuation roadside clearance project in the Woodlands.
- Distributed 27 NOAA weather emergency radios as a pilot project.
- 83 residents participated in the chipper day's program for a total of 326 cubic yards of material (that's 32 large dump truck loads removed).
- Additional crew work on GoodHill Road at Woodland Road and Upland Road at Crown.



Approximate cost of all completed projects **\$76,600**





## **NEXT GENERATION PROJECT**

### **April 2021 Governing Board UPDATE:**

- **MERA Staff Reorganization**

With great appreciation, we would like to announce that MERA's Executive Officer, Maureen Cassingham, has resigned effective April 30, 2021. MERA extends its gratitude for her thoughtful and dedicated leadership during her 13+ year tenure. MERA would also like to welcome Interim Executive Officer Mary Morris-Mayorga to the team.

- **Construction Update**

- i. Bid Package #1 (EOF, Civic Center and Mt. Barnabe) was awarded to Fidato by the Governing Board on February 24, 2021.
- ii. Bid Package #1A (Dollar Hill, Mt. Tiburon and Stewart Point) received two complete bids by Fidato and LB Strobel after closing on April 16<sup>th</sup>, 2021. Both bids are scheduled to be presented to the Governing Board on April 28, 2021.
- iii. Bid Package #2 (Big Rock, San Pedro and Sonoma Mountain) is scheduled for public release the first week of May 2021.

- **Assistance to Firefighters Grant**

The installation process for mobile and portable radios for MERA's member agencies covered under the Assistance to Firefighters Grant has begun in early April 2021. Under the direction of MERA's Implementation Coordinator Dave Bettin, the new Next Gen System equipment is being distributed and installed by Motorola. Covering multiple mobile units weekly, this process is expected to be successfully completed before the summer of 2021.

- **Media Contact**

As a reminder, please refer any public or media inquiries regarding the MERA Next Gen System to MERA Deputy Executive Officer for the Next Gen System Dave Jeffries, 707-483-1098 or [dave@jeffriespsc.com](mailto:dave@jeffriespsc.com).

**Our MERA team relies on the input and participation of all of our 25 member agencies!**  
**Please be sure to share the above Project update with others at your agency.**

Questions? Contact Deputy Executive Officer for the Next Gen System David Jeffries at [dave@jeffriespsc.com](mailto:dave@jeffriespsc.com).

**MARIN EMERGENCY RADIO AUTHORITY**  
c/o Town of Corte Madera  
300 Tamalpais Drive  
Corte Madera, CA 94925  
Phone: 415.927.5050  
[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

# MWPA

## Low-Income senior exemption

2021/22 Application Available Now

To qualify for an exemption from the Measure C – Marin Wildfire Prevention Authority – parcel tax, homeowners must meet the following criteria:

- Owner must be 65 years old, or older, by July 1 of any applicable tax year
- Property must be an owner occupied, single family residence (house, condo, townhome)
- Household income is equal to or lower than the U.S. Department of Housing and Urban Development (HUD) income limits used to determine eligibility for assisted housing programs; calculated on number of people in household:  
1 Person \$97,600    2 People \$111,550    3 People \$125,500    4 People \$139,400

To apply for the exemption, complete and return the form below with a copy of proof of age and income per instructions on the form.

### [Low-Income Senior Exemption Form](#)

Prior to mailing, please make a photocopy for your records. Please mail, fax or email the completed application with attachments to:

NBS  
Attn: MWPA Parcel Tax Exemption (Measure C)  
32605 Temecula Parkway, Suite 100  
Temecula, CA 92592

Questions:  
Email: [customercare@nbsgov.com](mailto:customercare@nbsgov.com)  
Phone: (888) 485-9249

Your application must be postmarked by June 30, 2021.



# Marin County fire to establish diversity program

By [RICHARD HALSTEAD](#) | [rhalstead@marinij.com](mailto:rhalstead@marinij.com) | Marin Independent Journal  
PUBLISHED: April 28, 2021 at 2:21 p.m. | UPDATED: April 28, 2021 at 5:14 p.m.

Marin County Fire Chief Jason Weber is spearheading an effort to increase diversity among the ranks of Marin firefighters.

Weber previewed a program in development that would focus on recruiting people of color and women to become firefighters and supporting them financially while they complete the academic work necessary to qualify during a county budget session last month. He hopes to launch the program by January 2022.

“Our vision is to institutionalize a community-driven wildfire prevention program that supports underserved, underrepresented and underfunded young adults in and around Marin County,” Weber told supervisors.

“I’m pleased to announce today that we have 100% interest in participation from all of the fire agencies in Marin,” Weber added. “So this won’t be just a Marin County Fire Department effort.”

John Bagala, president of the Marin Professional Firefighters, Local 1775, which represents 428 firefighters in all 10 of Marin’s fire agencies, says his union supports the idea.

“Things changed with the George Floyd case,” Bagala said. “I think every organization everywhere had to do a little internal soul searching and try to figure out what they could do better.”

The initiative comes as the demands on California firefighters are growing exponentially due to wildfires that seem to grow in ferocity each year, and as the county strives to build a workforce to do hazardous vegetation removal. A revenue stream to pay for the work was created by the passage of Measure C, which created the Marin Wildfire Prevention Authority.

“It’s absolutely a win-win,” Weber said. “We can use the fire prevention work that the community as a whole has made a large investment in to give program participants a job as they’re working on their education.”

Weber provided statistics that illustrate his department has plenty of room for improvement when it comes to diversity. Nearly 83% of the department’s 80 full-time firefighters are White men.



Approximately 7.5% are White women, and an equal percentage are Latino. Asians account for 2.2% of the firefighters. None of the department's full-time firefighters are African American.

Three percent of Marin's population is Black, 16% is Latino and 6% is Asian. Fifty-one percent of the county's population is female.

Weber said in past years fire departments across the nation tended to hire the relatives of existing firefighters.

"It was sons and nephews and brothers," Weber said. "That was not a fair and equitable recruiting process. It is important that we look at ways we can bring fairness and equity to our recruitment process."

Bagala said, "We do have second- and third- and maybe fourth-generation firefighters in this county."

He said, however, he believes the lack of racial diversity in Marin fire departments has more to do with California's exacting requirements to qualify for entry-level firefighter positions.

To qualify, applicants typically have to be certified as both an emergency medical technician and a paramedic in addition to earning an associate degree in fire science. All of which can take over three years and cost \$15,000 to \$20,000.

In addition, applicants also need some relevant experience so they typically have to volunteer or do seasonal work as a firefighter before being hired full time.

Darin White, who left a job as Oakland's fire chief to become the chief of San Rafael's fire department in March 2020, agrees that the paramedic requirement is problematic for increasing diversity among Marin's firefighters.

"My experience has been you find a lot more diversity when you have an EMT requirement as opposed to a firefighter-paramedic requirement," White said. "Sometimes it is cost prohibitive for folks who are looking to become firefighters to become a paramedic before they can become qualified to test with an agency."

"Marketing may have a lot to do with it as well," White said. "How well an agency markets the fact that it is looking to embrace people of color and women in their organization. When individuals look at an organization and don't see a lot of diversity, it may not be an attractive option for them."

White said besides himself the San Rafael Fire Department has only one other African American employee.

Novato fire Chief Bill Tyler said, “I agree with the other fire chiefs that this is an important moment for Marin County to provide as much outreach as possible to cast a broad net.”

Tyler, however, said Novato requires its entry-level firefighters to be licensed paramedics. Five of Novato’s 60 firefighter-paramedics are Latino, four are female, and the remainder are White men.

“Because our entry-level requirements are higher than county fire’s, there is a different pool of candidates for Novato fire that requires additional knowledge, skills, abilities and expertise,” Tyler said. “So it’s not likely that some of the efforts that Jason is describing will be able to immediately create a larger pool of diverse candidates for Novato fire.

“We have paramedics that are on every single engine,” Tyler said. “If you’re calling because your parent is having a stroke or heart attack, don’t you want a paramedic on the fire engine to help save their life?”

Weber said, ““These individuals that we’d be targeting may need additional wrap-around services because of the situation they’re in. That includes food security, housing security, and support around their education.”

While the money to pay the participants for fire prevention work could come from Measure C proceeds, Weber didn’t specify how the wrap-around services would be paid for, except to say, “We’ve started discussions with some generous individuals who are interested in potentially supporting this model.”

Weber said the stress that California’s long string of disastrous fire seasons is placing on existing firefighters is beginning to show.

“We’ve had several people who have acknowledged they’re having problems with mental health,” Weber said. “One of them had to seek inpatient treatment. We’ve seen divorce rates increase. And we’ve seen other challenges, whether it be substance abuse or other things.”

Bagala said individual firefighters are working 500 to 2,000 hours of overtime per year, giving them a 70-hour to 80-hour work week.

“That’s a lot of sleep deprivation,” Bagala said. “It’s a lot of time away from families, a lot of opportunities to have occupational exposures to carcinogens and a lot of injuries.”

For decades, California has used minimum-security inmates from state prisons to supplement its professional firefighters.



“That pool is drying up because of realignment and other criminal justice changes,” Weber said. “Low level offenders aren’t spending as much time in prison as they have historically.”

As a result, the number of inmate firefighter crews has fallen from 196 to 53.

“Going into this fire season that is going to be very challenging,” Weber said.

In September, 2020, Gov. Gavin Newsom signed Assembly Bill 2147, which allows nonviolent offenders who have fought fires as members of the California Department of Corrections and Rehabilitation’s fire camps to have their records expunged. People with criminal records can be denied a EMT or paramedic license.

“I think that was a great decision,” Weber said. “Often these are low-level drug offenses. These people can be rehabilitated, and they can go on to a lifetime of public service.”

RECEIVED

APR 14 2021

KENTFIELD FIRE DISTRICT

Dear Kentfield Fire Protection District ~

Words cannot accurately express the depth of our gratitude to you for your help during the CZU lightning Complex Fire.

"No one has love greater than this, that someone should surrender his life in behalf of his friends." (... or community)

~ John 15:13 Thank you for the incredible sacrifice that you and your families make every single day. You saved our Valley. We are forever grateful. ♥ the Moreno Family

Kentfield FPD

Kentfield, CA

This report was generated on 5/2/2021 10:22:33 PM



Hours Worked per Activity Code for Personnel for Date Range

Personnel: All Personnel | Roster Activity Code(s): OT - Overtime, OT - ACP - Overtime - Acting Captain, OT - ACP - SEPARATE CHECK - OT-ACP-Overtime Acting Captain-Sep Check, OT - CM - OT-Central Marin, OT - CM SEPARATE CHECK - OT-Central Marin Separate Check and 7 more | Start Date: 04/01/2021 | End Date: 04/30/2021

ROSTER	STATION	APP.	BEGIN	END	TIME (HRS)	NOTES
ID: 1115						
OT - Overtime						
C1	17 - Head Quarters	E17	4/15/2021 07:00:00	4/15/2021 10:00:00	3	Pick up E17 from ALCO; 0700-1000.
C1	17 - Head Quarters	E17	4/27/2021 07:00:00	4/28/2021 07:00:00	24	Covering Beltramo's vacation
A2	17 - Head Quarters	E17	4/30/2021 07:00:00	5/1/2021 07:00:00	24	Tescalco Vac - Bridges OT

[Bridges, Bryan] OT - Overtime 51

[Bridges, Bryan] Total Hours Worked: 51

Garcia , Anthony	ID: 1362					
OT - Overtime						
A2	17 - Head Quarters	E17	4/30/2021 07:00:00	5/1/2021 07:00:00	24	Viau Vac- Garcia OT

[Garcia , Anthony] OT - Overtime 24

[Garcia , Anthony] Total Hours Worked: 24

Glenn , David		ID: 1390				
OT - COMP - Overtime - To Comp. Time						
A1	UNASSIGNED	UNASSIGNED	4/5/2021 14:00:00	4/5/2021 15:30:00	1.5	Zone Haven Meeting; 2-3pm = 1 Hour of OT * 1.5 = 1.5 Comp Time Hours
C2	UNASSIGNED	UNASSIGNED	4/16/2021 15:00:00	4/16/2021 18:00:00	3	Meeting off site: Recruitment SRJC FF 1 Academy 1500-1700 2 Hours of OT x 1.5= 3 Comp Time Hours

Hours are calculated from Begin and End times in the Roster. Archived Rosters are not included.



ROSTER	STATION	APP.	BEGIN	END	TIME (HRS)	NOTES
OT - CM - OT-Central Marin						
BC Glenn	17 - Head Quarters	B17	4/6/2021 07:00:00	4/7/2021 07:00:00	24	Cobb Off Admin Leave
BC Glenn	17 - Head Quarters	B17	4/12/2021 07:00:00	4/13/2021 07:00:00	24	Cobb off Reg time DC Fed
BC Glenn	17 - Head Quarters	B17	4/15/2021 07:00:00	4/16/2021 07:00:00	24	Reese Family Sick Leave
BC Glenn	17 - Head Quarters	B17	4/18/2021 07:00:00	4/19/2021 07:00:00	24	Cobb Off DC Fed
BC Glenn	17 - Head Quarters	B17	4/24/2021 07:00:00	4/25/2021 07:00:00	24	Cobb Off DC Fed
BC Glenn	17 - Head Quarters	B17	4/30/2021 07:00:00	5/1/2021 07:00:00	24	Cover BC Cobb AL

[Glenn , David] OT - CM - OT-Central Marin 144

[Glenn , David] Total Hours Worked: 148.5

McKnight , Christopher	ID: 1713					
OT - Overtime						
A1	17 - Head Quarters	E17	4/29/2021 07:00:00	4/30/2021 07:00:00	24	Firefighter Tescalco Vac - Mcknight OT

[McKnight , Christopher] OT - Overtime 24

[McKnight , Christopher] Total Hours Worked: 24

Nelson, Zachary	ID: 1782					
OT - Overtime						
C2	17 - Head Quarters	E17	4/28/2021 07:00:00	4/29/2021 07:00:00	24	Covering Beltramo's vacation

[Nelson, Zachary] OT - Overtime 24

[Nelson, Zachary] Total Hours Worked: 24

Neve, Mitch	ID: 3243					
OT - Overtime						
C1	17 - Head Quarters	E17	4/9/2021 07:00:00	4/10/2021 07:00:00	24	Mcknight VAC - Neve cover OT

[Neve, Mitch] OT - Overtime 24

[Neve, Mitch] Total Hours Worked: 24

Hours are calculated from Begin and End times in the Roster. Archived Rosters are not included.

ROSTER		STATION	APP.	BEGIN	END	TIME (HRS)	NOTES
Tescallo, Anthony		ID: 2081					
OT - Overtime							
C1		UNASSIGNED	UNASSIGNED	4/9/2021 07:00:00	4/9/2021 23:00:00	16	Cashing in 24 Hours of Comp Time / 1.5= 16 OT Hours
		[Tescallo, Anthony] OT - Overtime				16	
OT - COMP - Overtime - To Comp. Time							
C2		17 - Head Quarters	E17	4/10/2021 07:00:00	4/11/2021 19:00:00	36	24 OT Hours * 1.5 = 36 Comp Time Hours; Covering McKnight's vacation
		[Tescallo, Anthony] OT - COMP - Overtime - To Comp. Time				36	
		[Tescallo, Anthony] Total Hours Worked:					52
Viau , Kris		ID: 2133					
OT - Overtime							
C1		17 - Head Quarters	E17	4/9/2021 07:00:00	4/10/2021 07:00:00	24	Garcia Vac - Viau cover OT
		[Viau , Kris] OT - Overtime				24	
		[Viau , Kris] Total Hours Worked:					24
Wilson, Jena		ID:					
OT - Overtime							
C1		17 - Head Quarters	Other	4/21/2021 17:00:00	4/21/2021 20:00:00	3	1700-2000= 3 Hours OT; April Board Meeting
		[Wilson, Jena] OT - Overtime				3	
		[Wilson, Jena] Total Hours Worked:					3
		GRAND TOTAL OF ALL HOURS WORKED:					374.5

Hours are calculated from Begin and End times in the Roster. Archived Rosters are not included.

# Kentfield FPD

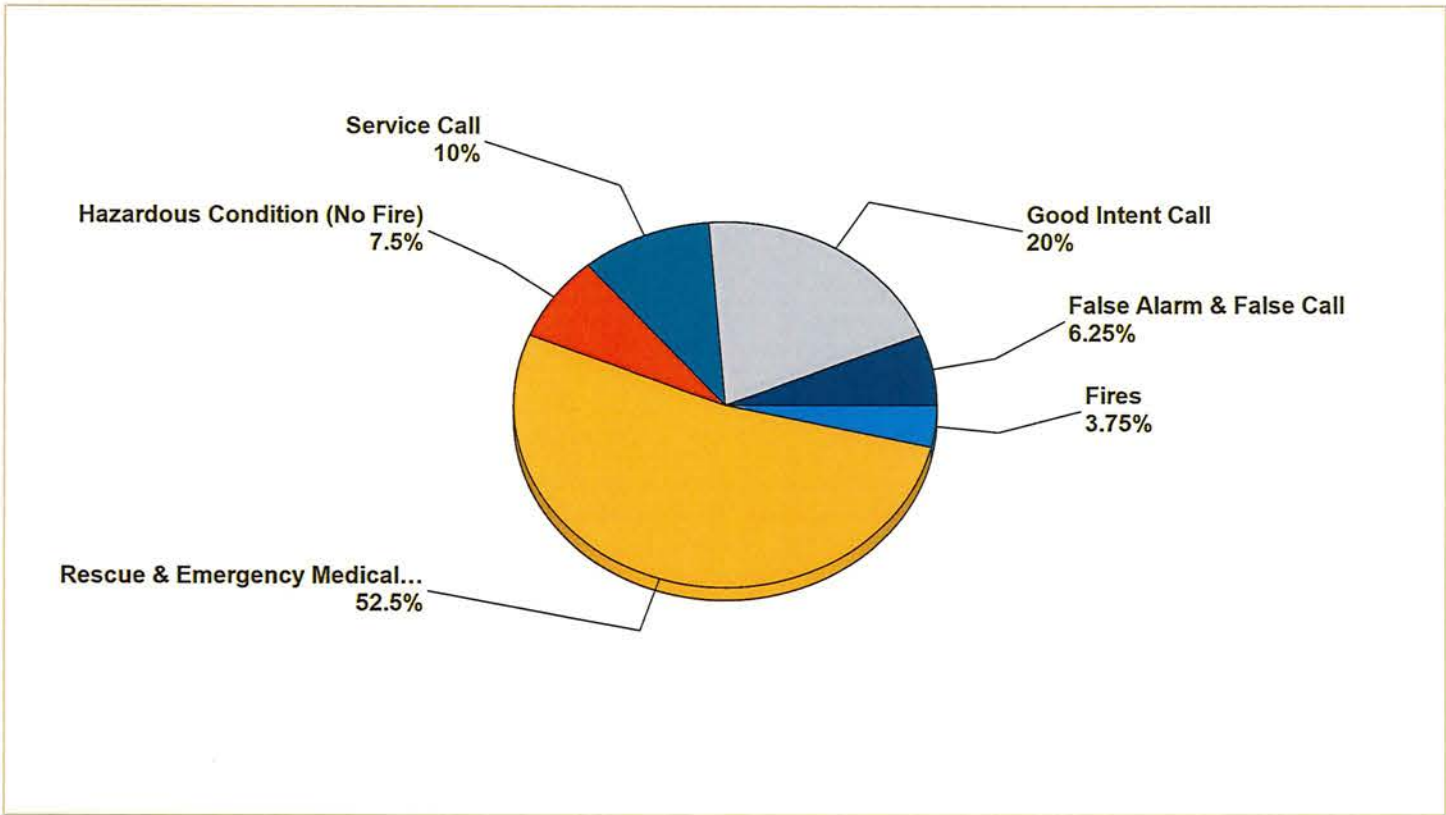
Kentfield, CA

This report was generated on 5/2/2021 10:24:34 PM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2021 | End Date: 04/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	3.75%
Rescue & Emergency Medical Service	42	52.5%
Hazardous Condition (No Fire)	6	7.5%
Service Call	8	10%
Good Intent Call	16	20%
False Alarm & False Call	5	6.25%
TOTAL	80	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	1.25%
111 - Building fire	1	1.25%
151 - Outside rubbish, trash or waste fire	1	1.25%
311 - Medical assist, assist EMS crew	1	1.25%
320 - Emergency medical service, other	36	45%
322 - Motor vehicle accident with injuries	1	1.25%
324 - Motor vehicle accident with no injuries.	3	3.75%
350 - Extrication, rescue, other	1	1.25%
400 - Hazardous condition, other	1	1.25%
440 - Electrical wiring/equipment problem, other	1	1.25%
462 - Aircraft standby	4	5%
500 - Service Call, other	4	5%
520 - Water problem, other	1	1.25%
553 - Public service	2	2.5%
571 - Cover assignment, standby, moveup	1	1.25%
611 - Dispatched & cancelled en route	15	18.75%
651 - Smoke scare, odor of smoke	1	1.25%
700 - False alarm or false call, other	4	5%
733 - Smoke detector activation due to malfunction	1	1.25%
TOTAL INCIDENTS:	80	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Kentfield Fire Protection District  
Warrant List

April 2021

05/03/21

Type	Date	Nu#	Name	Memo	Split	Amount	Balance
Total Liabilities							
Expenses							
Salaries & Employee Benefits							
1040 · Personnel Serv-Suspense							
Check	04/13/2021	805303638	Kentfield Fire District Payroll Account	For Payroll 4/07/21 - 4/20/21	437 · Cash-Gen Ckg	83,040.40	83,040.40
Check	04/27/2021	805303659	Kentfield Fire District Payroll Account	For Payroll 4/27/21 - 5/04/2021	437 · Cash-Gen Ckg	81,083.36	164,123.76
						164,123.76	164,123.76
Total 1040 · Personnel Serv-Suspense							
1510 · FICA-Employer							
Check	04/27/2021	805303660	Kentfield Fire District Payroll Account	Non-PERS Health Premium May 2021	437 · Cash-Gen Ckg	3,034.43	3,034.43
						3,034.43	3,034.43
Total 1510 · FICA-Employer							
1515 · Health Insurance							
Check	04/13/2021	805303637	Jackson National Life Insurance Co.	Co #95, Grp #VTFB10-Johnston - May 2021	437 · Cash-Gen Ckg	154.16	154.16
Check	04/13/2021	805303640	Banner Life Insurance Company	180503285 - Garcia	437 · Cash-Gen Ckg	52.52	206.68
Check	04/13/2021	805303641	Banner Life Insurance Company	180503266 - McKnight	437 · Cash-Gen Ckg	46.02	252.70
Check	04/13/2021	805303642	Banner Life Insurance Company	181730179 - Balirano	437 · Cash-Gen Ckg	54.70	307.40
Check	04/27/2021	805303660	Kentfield Fire District Payroll Account	PERS Active & Retired Health Premium May 2021	437 · Cash-Gen Ckg	46,102.78	46,410.18
Check	04/27/2021	805303662	C.A.P.F.	May 2021 Billing	437 · Cash-Gen Ckg	354.00	46,764.18
Check	04/27/2021	805303665	Delta Dental of California	Account #05-0190901009- Kentfield Fire District, James Naso- COBRA Coverage,...	437 · Cash-Gen Ckg	52.67	46,816.85
Check	04/27/2021	805303666	Delta Dental of California	Account #05-0190901009- Kentfield Fire District	437 · Cash-Gen Ckg	3,915.34	50,732.19
Check	04/27/2021	805303669	Banner Life Insurance Company	180504421 - Glenn	437 · Cash-Gen Ckg	61.36	50,793.55
Check	04/27/2021	805303670	Banner Life Insurance Company	181443467 - Bridges	437 · Cash-Gen Ckg	38.48	50,832.03
Check	04/27/2021	805303671	Banner Life Insurance Company	181534662- Neve	437 · Cash-Gen Ckg	39.18	50,871.21
Check	04/27/2021	805303672	Banner Life Insurance Company	180533535 - Pomi	437 · Cash-Gen Ckg	50.92	50,921.39
Check	04/27/2021	805303675	NPFBA	May 2021 Billing	437 · Cash-Gen Ckg	900.96	51,822.35
Check	04/27/2021	805303678	Vision Service Plan	Client ID #00106116- May 2021	437 · Cash-Gen Ckg	799.37	52,621.72
						52,621.72	52,621.72
Total 1515 · Health Insurance							
1530 · Retire Employer							
Check	04/13/2021	805303638	Kentfield Fire District Payroll Account	Safety (Classic / PEPPA) & Misc. EE/ER	437 · Cash-Gen Ckg	24,293.86	24,293.86
Check	04/27/2021	805303659	Kentfield Fire District Payroll Account	Safety (Classic / PEPPA) & Misc. EE/ER	437 · Cash-Gen Ckg	24,356.02	48,649.88
						48,649.88	48,649.88
Total 1530 · Retire Employer							
1565 · Retirement Prefunding Contrib							
Check	04/27/2021	805303661	Kentfield Fire District Payroll Account	May CEPPT Contributions	437 · Cash-Gen Ckg	18,750.00	18,750.00
						18,750.00	18,750.00
						18,750.00	18,750.00
						287,179.79	287,179.79
Total 1565 · Retirement Prefunding Contrib							
Total Salaries & Employee Benefits							
Services & Supplies							
2005 · Administrative Expense							
Check	04/09/2021	Debit	IBS	3/5/21 - 4/4/21; Pomi 7901	439 · Cash-Payroll	245.85	245.85
Check	04/13/2021	805303629	Business Card	3/5/21 - 4/4/21; Wilson 3147	437 · Cash-Gen Ckg	1.98	247.83
Check	04/13/2021	805303630	Business Card	IBS Invoice Fee	437 · Cash-Gen Ckg	62.85	310.68
Check	04/13/2021	805303638	Kentfield Fire District Payroll Account	Reimbursement PO 8375/DMV Physical	437 · Cash-Gen Ckg	245.85	556.53
Check	04/13/2021	805303651	Nelson, Zach		437 · Cash-Gen Ckg	100.00	656.53
Check	04/23/2021	Debit	IBS	IBS Invoice Fee	439 · Cash-Payroll	795.13	1,451.66
Check	04/27/2021	805303659	Kentfield Fire District Payroll Account	Inv #26539 - Chief Pomi Letter Head	437 · Cash-Gen Ckg	98.60	853.93
Check	04/27/2021	805303668	Fourth Street Press	Reimb PO 8618	437 · Cash-Gen Ckg	177.67	1,031.60
Check	04/27/2021	805303677	Tescalio, Anthony		437 · Cash-Gen Ckg	99.00	1,130.60
						1,130.60	1,130.60
Total 2005 · Administrative Expense							
2050 · Auto/Equipment Repair							
Check	04/13/2021	805303624	Alameda County Fire Department	R/O # 210330 Invoice No:2020-21-393	437 · Cash-Gen Ckg	12,739.18	12,739.18
Check	04/13/2021	805303632	Corbets	(A/C #4675)	437 · Cash-Gen Ckg	8.91	12,748.09
Check	04/13/2021	805303633	Diego Truck Repair, Inc.	Invoice #61877	437 · Cash-Gen Ckg	4,037.22	16,785.31
Check	04/27/2021	805303653	Aramark Uniform Services	(a/c #79213581) Inv #508000044492	437 · Cash-Gen Ckg	71.11	16,856.42
						16,856.42	16,856.42
Total 2050 · Auto/Equipment Repair							
2055 · Building Repair							
Check	04/13/2021	805303634	Downing Heating & Air Conditioning, Inc.	Acct #117744 / Inv #C10365	437 · Cash-Gen Ckg	1,001.00	1,001.00
Check	04/13/2021	805303643	Marin Garden Solutions, Inc.	Inv # 1984	437 · Cash-Gen Ckg	325.00	1,326.00
Check	04/13/2021	805303648	ThyssenKrupp Elevator Corp.	Cust #144933 / Inv #3005872054	437 · Cash-Gen Ckg	128.64	1,454.64
						1,454.64	1,454.64
Total 2055 · Building Repair							
2080 · Wrks Comp Ins							
Check	04/13/2021	805303635	FASIS	(INV# FASIS-2021-0817) Workers' Compensation Contribution 2020-2021	437 · Cash-Gen Ckg	49,932.00	49,932.00
						49,932.00	49,932.00
Total 2080 · Wrks Comp Ins							
2105 · Dispatch							
Check	04/27/2021	805303673	Marin County Sheriff's Office	Inv #11680 Q4 - FY 2021: April - June 2021	437 · Cash-Gen Ckg	17,550.90	17,550.90
						17,550.90	17,550.90
Total 2105 · Dispatch							
2115 · Emergency Fire Expenses							
Check	04/13/2021	805303628	Business Card	3/5/21 - 4/4/21; Pasero 8438	437 · Cash-Gen Ckg	299.80	299.80



