

Ross Valley Fire Department
Board Meeting Minutes
Wednesday, February 11, 2015

Board Present: Weinsoff, Kelly, Reed, McInerney, Shortall, Small, Hoertkorn, Finn

Staff Present: Toy, Mills, Mahoney, Lewis

Open session 6:55pm

No public comment.

Board requests: Member McInerney brought up the Town of San Anselmo housing element and that there was a discussion regarding the aging population of the communities and that communities would become more reliant on public agencies for services. Would like a report from the chief on the aging population. Chief Mills responded that there are discussions on national and local levels regarding paramedicine. He will put together a report on this topic for the Boards information at the next board meeting.

Consent Agenda: Member Kelly thanked the department for working with the public works and the responses to the recent rain storms. M/S McInerney/Weinsoff to approve consent agenda as presented. All ayes.

Board discussion and direction regarding Fire Inspector Position: Chief Mills presented the staff report and explained the increase in plan reviews and building construction. He would like to utilize the fees that are being generated by the increase in fees. M/S Kelly/Weinsoff to approve recommendation to hire the current part time fire inspector as a full time fire inspector. All ayes.

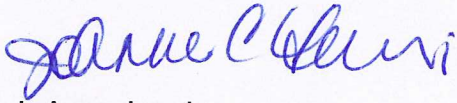
Adopt Resolution 15-02 A resolution of the Ross Valley Fire Department establishing a fee schedule for Plan Review, Inspections, and Permits. Chief Mills presented the staff report and explained the process that was used to arrive at the updated fees. He explained how we contacted other agencies and like fire agencies around our area to come up with the new schedule. He reviewed a sample revenue and cost summary worksheet that explains what the fees are and what the new fees are. He explained how the construction fee will be calculated in the future. Discussion about different fees and what the situations would be where fees would be charged. Chief Mills went on to explain the fiscal impact of the increase in the fees and what the projection of what the income will be from the fees. Discussion about when to implement the fees. It was consensus to implement fees as soon as Resolution is passed. M/S McInerney/Weinsoff to approve recommendation as presented. All ayes.

Mid-Year Budget Review: Chief Mills presented the staff report and highlighted the various changes to the income and expenses. Chief Mills distributed an updated Mid-Year Budget review sheet with variations to the information. Discussion about the

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sheet and what other changes to the sheet that may be made in the future. Discussion about what changes could be made to the financial software, and if the towns could provide accounting assistance to the department. The board asked for the management committee to discuss this issue and to make decisions for changes in the future. M/S Small/Hoertkorn to approve Resolution 15-03. All ayes.

Minutes respectfully submitted,

A handwritten signature in blue ink, appearing to read "JoAnne Lewis". The signature is fluid and cursive, with the first name "JoAnne" and last name "Lewis" clearly distinguishable.

JoAnne Lewis
Administrative Assistant