

RESOLUTION NO. 2026-2027-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTHERN MARIN FIRE PROTECTION DISTRICT APPROVING THE SECOND AMENDMENTS TO THE DEPUTY CHIEFS' AND DIVISION CHIEF/FIRE MARSHAL'S EMPLOYMENT AGREEMENTS

WHEREAS, the Board of Directors ("Board") of the Southern Marin Fire Protection District ("District") desires to adjust the base salaries of Deputy Chief Matthew Barnes, Division Chief/Fire Marshal Fred Hilliard, and Deputy Chief Ted Peterson to maintain competitive compensation and provide a cost of living and market adjustment in the amount of 6.25% for the remainder of the 2025-2026 fiscal year; and

WHEREAS, the Board has been presented with proposed Second Amendment(s) to the Employment Agreement(s) for the above-referenced Chiefs (collectively, the "Second Amendments"), which set forth updated annual base salary amounts; and

WHEREAS, prior to taking final action, the Board will comply with Government Code Section 54953 by orally reporting in open session a summary of the recommendation concerning the salary/salary schedule/compensation addressed by this Resolution; and

WHEREAS, the Board now desires to adopt the updated base salary rates for Deputy Chief Matthew Barnes, Division Chief/Fire Marshal Fred Hilliard, and Deputy Chief Ted Peterson, effective at the start of the first full pay period following adoption of this Resolution, February 1, 2026, in a manner that is publicly available and administratively implementable; and

WHEREAS, the Board also now desires to provide merit-based lump sum bonuses to Deputy Chief Matthew Barnes, Division Chief/Fire Marshal Fred Hilliard, and Deputy Chief Ted Peterson to incentivize further performance payable on or before the February 26, 2026 payday.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District does hereby adopt the following:

1. **Recitals.** The Board of Directors determines that the foregoing recitals are true and correct, and by reference incorporates those findings as an integral part of this Resolution.
2. **Oral Report.** Prior to adoption of this Resolution, the Board orally reported in open session a summary of the recommendation for final action on the salaries and lump sums addressed by this Resolution in compliance with Government Code section 54953.
3. **Approval of Second Amendments; Authorization to Execute.** The Board hereby approves the Second Amendments attached hereto as Exhibits A–C, and authorizes the Board President (or other authorized officer) to execute the Second Amendments on behalf of the District, and to take any ministerial actions necessary to implement them.

4. **Adoption of Deputy Chief and Division Chief/Fire Marshal Base Salary Rates.** Effective February 1, 2026, the first full pay period following adoption of this Resolution (the "Effective Date"), the Board hereby adopts the following annual base salary rates for the District's Deputy Chief and Division Chief/Fire Marshal positions/incumbents, adjusted by 6.25%:

- Deputy Chief Matthew Barnes: \$268,373.09 annual base salary
- Deputy Fire Chief Ted Peterson: \$268,373.09 annual base salary
- Division Chief/Fire Marshal Fred Hillard: \$236,854.46 annual base salary

These base salary rates shall be paid in accordance with the District's normal payroll procedure and subject to applicable withholdings and deductions.

5. **Direction to Implement and Maintain Public Availability.** District staff are directed to implement the base salary rates as of the Effective Date and to maintain this Resolution (and its exhibits) in the District's official records in a manner that is available for public inspection during normal business hours and/or posted on the District's website consistent with the District's customary practices.
6. **Superseded Prior Actions.** To the extent any prior salary schedule or compensation action is inconsistent with this Resolution as of the Effective Date, it is superseded.
7. **Lump Sum.** In recognition of performance and service to the District, the Board authorizes payment of a merit-based bonus ("Bonus"). The Bonus is a financial incentive tied to ongoing and prospective service to the District and is not extra compensation for any services rendered to the District prior to the Effective Date. The Bonus will be a lump sum payment calculated by taking the difference between the employee's old hourly rate and new hourly rate and multiplying that difference by all hours paid to the employee from January 4 through January 31, 2026. The Bonus is payable on or before the February 26, 2026 payday. The Bonus will be paid in accordance with the District's normal payroll procedure and subject to applicable withholdings and deductions, including, but not limited to, statutory withholding rates for supplemental payments of 20% federal and 6.6% state. The District is directed to provide a Bonus to Deputy Chief Barnes, Deputy Chief Peterson, and Division Chief/Fire Marshal Hilliard.

PASSED AND ADOPTED by the Board of Directors of the Southern Marin Fire District this 28th day of January, 2026 by the following vote:

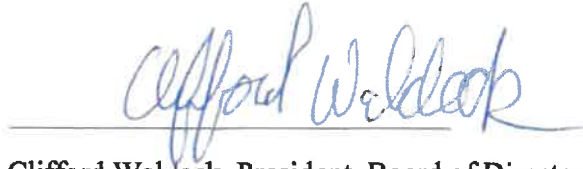
AYES: Directors Waldeck, Perazzo, Raveche, DeBerry, Fleming

NOES: 

ABSTAIN: Director Hilliard

ABSENT: Director Chun

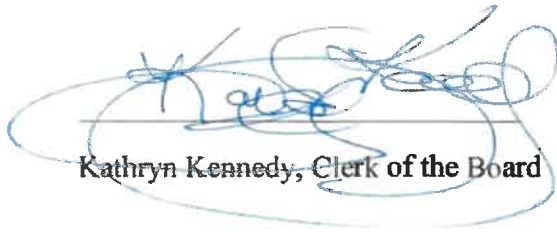
APPROVED:

A handwritten signature in blue ink, reading "Clifford Waldeck", written over a horizontal line.

Clifford Waldeck, President, Board of Directors

Southern Marin Fire District

ATTEST:

A handwritten signature in blue ink, reading "Kathryn Kennedy", written over a horizontal line. The signature is enclosed in a large, loopy blue oval.

Kathryn Kennedy, Clerk of the Board

EXHIBIT C

**SECOND AMENDMENT
TO
EMPLOYMENT AGREEMENT BETWEEN SOUTHERN MARIN FIRE
PROTECTION DISTRICT AND DIVISION CHIEF/FIRE MARSHAL FRED
HILLIARD**

THIS SECOND AMENDMENT (this “Second Amendment”) to the Employment Agreement Between Southern Marin Fire Protection District and Division Chief/Fire Marshall Fred Hilliard effective as of June 1, 2023 (the “Division Chief Hilliard Employment Agreement”) is entered into by and between Southern Marin Fire Protection District (the “District”) and Division Chief Fred Hilliard (“Division Chief”), and is effective February, 1, 2026, the first full pay period after adoption of the resolution.

RECITALS

A. The parties hereto entered into that certain Division Chief Hilliard Employment Agreement effective as of June 1, 2023, a copy of which is attached hereto as Exhibit C-1.

B. The parties hereto entered into that certain Amendment to Employment Agreement Between Southern Marin Fire Protection District and Division Chief Fred Hilliard, effective December 17, 2025 (the “First Amendment”).

C. The parties hereto desire to amend the Division Chief Hilliard Employment Agreement on the terms and conditions set forth in this Amendment.

NOW, THEREFORE, for good and valuable consideration, the sufficiency and adequacy of which is hereby acknowledged by the parties hereto, the parties agree as follows:

1. Article IV – Compensation - is amended in its entirety as follows:
 - A. The following wage schedule applies to the Division Chief’s position, effective February, 1, 2026, the first full pay period after adoption of the resolution. The Division Chief shall be paid bi-weekly and at the same time as other SMFD employees and his pay shall be subject to customary withholding.

Full Time Position	Hours	Type	Annual Base Salary
Division Chief	40	Sworn	\$236,854.46

2. Except as expressly modified by this Second Amendment, the Employment Agreement (as previously amended by the First Amendment) remains unchanged and in full force and effect, and is hereby ratified and confirmed.

3. In the event of any conflict between this Second Amendment and the Employment Agreement or First Amendment, the terms of this Second Amendment shall control.
4. This Second Amendment may be executed in counterparts, each of which is deemed an original, and signatures transmitted electronically (e.g., PDF/DocuSign/AdobeSign) are binding.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed effective as of the date first written above.

On Behalf of the District

On Behalf of the Division Chief

Chair, Board of Directors
Date: _____

Fred Hilliard, Division Chief
Date: _____

Appendix A
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Exhibit C-1

Employment Agreement Between Southern Marin Fire Protection District and Division
Chief/Fire Marshal Fred Hilliard

[Attached]



**Employment Agreement Between
Southern Marin Fire Protection District And
Division Chief / Fire Marshal Fred Hilliard
Effective 6-1-2023**

**Wages and Compensation, Benefits, Working Conditions
June 1, 2023**

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EMPLOYMENT AGREEMENT

This Agreement is between the SOUTHERN MARIN FIRE PROTECTION DISTRICT (“District”) and Division Chief Fred Hilliard, (“Division Chief”).

DEFINITIONS

CPSE: Refers to the Center for Public Safety Excellence

District: Refers to the Southern Marin Fire District.

MCERA: Refers to the Marin County Employee Retirement Association

OSFM: Refers to the California Office of State Fire Marshal

SMFD: Refers to the Southern Marin Fire District

JAMS: An Employment Practice Group that supports arbitration

ARTICLE I - FULL UNDERSTANDING AND AGREEMENT

This Agreement will serve to memorialize the understanding of the parties regarding the Division Chief's terms and conditions of employment with the District. No modification or amendment of any of the provisions of this Agreement shall be effective unless approved in writing and signed by both parties.

ARTICLE II – FOR CAUSE EMPLOYMENT

- A. The Division Chief's employment with the District shall not be for any particular term and he will be subject to all applicable District personal rules and regulations pertaining to performance and discipline. In this regard, it is understood that the Division Chief serves as a “for cause” employee, meaning his employment with the district may be terminated by the district for reasons and in the procedural manner provided by the district's personnel rules and State Law. Though he is under no obligation to do so, as a courtesy the District requests that the Division Chief make reasonable efforts to provide at least 60 days advance written notice to the District prior to ending his employment with the District.

ARTICLE III – TERMINATION OF AGREEMENT

- A. As provided above, the Division Chief shall be separated from employment with the District and the terms and conditions of employment of this Agreement terminated only for cause in accordance with District personal rules, policies, and procedures regarding employee performance, and discipline and applicable provisions of the Firefighters Procedural Bill of Rights Act.
- B. In the event that with both the District’s and Fred Hilliard’s written mutual agreement to end his employment as Division Fire Chief for any reason other than Cause or outlined in section “C” below the District would pay the following severance.
- Six month’s salary and benefits.
 - The Division Chief may resign his position at any time but, in that instance, The Division Chief understands and agrees that he is not eligible for severance pay should he resign said employment.
- C. In the event that the Division Fire Chief is terminated because of a conviction for any illegal act involving moral turpitude, or an event disqualifying The Division Fire Chief from public office pursuant to State Law, or causing a forfeiture of office under State Law, the Board shall have no obligation to pay any of the above termination benefits.

ARTICLE IV - COMPENSATION

- A. The following wage schedule applies to the Division Chief’s position, effective June 1, 2023. The Division Chief shall be paid bi-weekly and at the same time as other SMFD employees and his pay shall be subject to customary withholdings.

Full-Time Position	Hours	Type	Annual Base Salary
Division Chief	40	Sworn	\$222,921.80

ARTICLE V – ANNUAL PERFORMANCE AND GOAL/OBJECTIVES REVIEW

An annual evaluation of the Division Chief’s performance will occur each year. During the evaluation, the Division Chief will present an updated performance plan and the status of the prior year’s goals, objectives, progress to the District’s Strategic plan. The Fire Chief and the Division Chief shall then develop written mutually acceptable goals and performance expectations for the Division Chief, which shall be used as objective criteria against which to assess the Division Chief’s performance the following year.

ARTICLE VI – MANAGEMENT BENEFITS

The Division Chief shall be entitled to the following benefits as set forth in this Section. To the extent otherwise permitted by law, SMFD reserves the right to amend, enhance, discontinue or otherwise change its benefits at any time and to apply such changes to Division Chief Hilliard in a manner consistent with other SMFD employees so long as not inconsistent with the terms of this Agreement.

1. Duty / Work Vehicle

- a. The Southern Marin Fire District shall provide the Division Chief with a vehicle for the use as an emergency vehicle twenty-four (24) hours per day for official business and to commute between work and residence. The use of the vehicle is subject to all SMFD policies established with respect to such vehicle so long as the policies are not inconsistent with this agreement.

2. Conferences, Dues and Subscriptions

- a. The Southern Marin Fire District agrees to budget and pay for professional dues, conferences and subscriptions on behalf of the Division Chief, which are reasonably necessary for his continuation and full participation in professional associations.

3. Health Insurance – Medical

- a. Medical insurance shall be carried through the Kaiser Foundation Health Plan, Inc., coverage "L" for all employees covered by this Resolution, and their dependents. Said coverage shall be paid by the District.
- b. The District recognizes as additional health care plan options: Anthem Blue Cross and any options the County of Marin offers. The cost of these options over and above the cost of the equivalent Kaiser Plan, is to be borne by the employee based on eligibility level.
- c. Cash in Lieu for medical/dental/vision: This only applies to someone previously grandfathered in prior to July 1, 2019.

4. Dental Insurance

- a. Dental Insurance shall be carried by Delta Dental. Premium costs for dental insurance shall be paid by the District.

5. Vision Insurance

- a. The District shall pay 100% of the premium for vision coverage.

6. Life and Accidental Death Insurance
 - a. The District shall provide the Division Chief with life insurance coverage equal to one year's salary.

7. Long Term Disability
 - a. Coverage shall be paid by the District for each employee for participation in the Long-Term Disability Plan by the California Association of Professional Firefighters.

8. Long-term Care
 - a. Coverage shall be paid by the District for each employee for participation in the Long-Term Care Plan by the California Association of Professional Firefighters.

9. Employee Assistance Program (EAP)
 - a. The District reserves the exclusive right to enter into an Employee Assistance Program and it is subject to annual review. The current EAP program through Halcyon offers 3 no-cost counseling sessions every six months, for all employees and their dependents along with on-line services.

10. Uniform Maintenance Program
 - a. The District provides \$400.00 annually to the Division Chief for items such as Department approved tee shirts, baseball hats, work out clothing, etc. and will replace approved uniforms as needed (i.e. Nomex uniform shirts, Nomex pants, belt and boots.)

 - b. This payment is made annually on the first pay period in October.

ARTICLE VII - LEAVES

This section includes descriptions for the different type of leave programs available to the Division Chief.

1. Administrative Leave
 - a. Effective July 1, 2019, the Division Chief will be credited with 120 hours of administrative leave; this time is non-accruable, and all balances will be zeroed out on June 30th of each year.

2. Funeral Leave
 - a. The Division Chief shall receive time off without loss of pay, if normally

scheduled to work, for a death in the immediate family, beginning from the time of notification of death to the next scheduled day after internment, except however that such time off without loss of pay is limited to 40 hours.

- b. Immediate family is defined as: spouse, son, daughter, mother, father, sister, brother, legal guardian, mother-in-law, father-in-law, and step relatives (defined as son, daughter, mother, father, sister or brother).

3. Leave to Serve on Jury Duty or as a Witness at a Trial

- a. Whenever the Division Chief is subpoenaed during normal working hours to serve as a witness at a trial involving District business, he/she shall be performing their assigned duty during the time that he is subject to the subpoena. If called for jury duty, employee shall be on paid jury duty status until released by court. If court appearance does not involve district business, Division Chief may use paid leave balance.

4. Sick Leave

- a. The Division Fire Chief is entitled to accrue paid sick leave at a rate of 8 hours per month. Unused sick leave may be converted to cash/service credit at retirement.

5. Holidays

- a. The Division Chief is entitled to the same paid holidays as other SMFD employees. Those holidays include:

New Year's Day	(First day of January)
Martin Luther King's Birthday	(Third Monday in January)
Lincoln's Birthday	(Twelfth of February)
Washington's Birthday	(Third Monday in February)
Memorial Day	(Last Monday in May)
Juneteenth	(The 19 th Day of June)
Independence Day	(Fourth day of July)
Labor Day	(First Monday in September)
Admission Day	(Ninth of September)
Columbus Day	(Second Monday in October)
Veterans Day	(Eleventh day of November)
Thanksgiving	(Fourth Thursday in November)
Day after Thanksgiving	(Fourth Friday in November)
Christmas Day	(Twenty-fifth day of December)

6. Vacation

- a. The Vacation Accrual schedule for the Division Chief shall be:

0-5 years	110 hours
6 -15 years	160 hours
16 – 20 years	208 hours
21 years and above	248 hours

b. The Division Chief vacation cap is equivalent to two years.

7. Vacation Cash Out

a. Each January first (1st), the District will cash-out employee vacation accruals which exceed the two-year accrual cap. Each employee’s accrual cap is based on the employee’s years of service. The District will distribute the cash-out in the employee’s second payroll check of January unless the employee elects to convert the cash-out amount to a deferred compensation contribution. The employee’s deferred compensation contribution will occur in the employee’s second payroll check of January.

ARTICLE IX - RETIREMENT

The District is a member of the Marin County Employees Retirement System for the purpose of providing retirement benefits for employees hired by Southern Marin Fire Protection District.

- Tier

The formula Plan for employees hired prior to July 1, 2005 shall be the "3% @ 50" under G.C. Section 31664.1 calculated on single highest year, with 4% cost of living allowance.

- Tier 2

The formula plan for employees hired on or after July 1, 2005 and before January 1, 2013 or hired before August 1, 2013 and with prior membership in a reciprocal plan prior to January 1, 2013 shall be "3%@ 55" under G.C. Section 31664.2 calculated on single highest year, with 4% cost of living allowance.

- Tier2A

The formula plan for employees hired on or after August 1, 2013 with prior service in a reciprocal plan retirement prior to January 1, 2013 shall be at the 3% @ 55 under G.C. Section 31664.2 calculated on single highest consecutive three (3) years with 3% cost of living allowance.

- Tier3

The formula plan for employees hired on or after January 1, 2013 and prior to August 1,2013 without prior service or without membership in a reciprocal retirement plan prior to January 1, 2013 shall be at the "2. 7% @ 57" as defined under the California Public Employees' Pension Reform Act calculated on highest consecutive three (3) years with 4% cost of living allowance.

- Tier 3 A

The formula plan for employees hired after August 1, 2013 without prior service or without membership in a reciprocal retirement plan prior to January 1, 2013 shall be at the " 2.7% @ 57" as defined under the California Public Employees' Pension Reform Act calculated on highest consecutive three (3) years with 3% cost of living allowance.

The employee shall be solely responsible the employee share of retirement cost.

1. Retirement Health Savings Account- (RHS).
 - a. The Division Chief will be enrolled in the District's established RHS program. The employer will contribute 3% of the Division Chiefs Annual Salary into the established RHS Account.

ARTICLE X – DRIVER LICENSE REQUIREMENTS

Members are required to possess a valid California Driver License, Class C.

ARTICLE XI- GENERAL TERMS

- A. Duration of Agreement. This agreement shall be effective as of the first day of June 1, 2023. It shall be automatically renewed from year to year thereafter unless either party shall have notified the other in writing, at least one hundred and twenty (120) days period to the annual anniversary date that it desires to modify the agreement. In the event that such notices are given, negotiations shall begin no later than ninety (90) days prior to the anniversary date.
- B. Amendment. The Board, in consultation with The Fire Chief, may fix or amend any such other reasonable terms and conditions of employment as they may determine from time to time only by the mutual written agreement of the parties.
- C. Entire Agreement. The terms and conditions of this Agreement are intended to be the final expression of the parties' agreement. The Parties hereto acknowledge having discussed and agreed upon all terms and Provisions contained herein.
- D. Governing Law and Jurisdiction. This Agreement is governed by the laws of the State of California and venue will be in the County of Marin.
- E. No Discrimination. There shall be no discrimination of any kind because of race, creed, color, national origin, sex, political or religious opinion or activities, except to the extent prohibited by State and Federal Law.
- F. Severability. If any terms, provisions, conditions and covenants of this Agreement is held invalid or unenforceable, the remainder of this Agreement will not be affected thereby and remains valid and enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.


Fred Hilliard, Division Chief / Date

 July 31, 2023
Christian Tubbs, Fire Chief / Date