



KENSINGTON FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
AGENDA

Wednesday, July 17th, 2024, 7:00pm
Kensington Community Center, 59 Arlington Avenue,
Kensington, CA 94707 (in-person and hybrid)

How to Submit Public Comments:

Prior to the meeting: Members of the public may submit public comment to the Board President and Board Clerk prior to the meeting by emailing: public.comment@kensingtonfire.org by 2:00pm the day of the regular meeting, or by the time posted on the special meeting agenda. Such comments will be noted as received and their contents orally summarized; however, if you attend the meeting, you will need to make your comment during the meeting.

During the meeting: Public comment will be taken on each agenda item, and comment on issues not on the agenda will be taken at the beginning of the meeting. Directors will also have an opportunity to comment on matters not on the agenda. Please address your comments to the Board of Directors and not to staff and/or the audience. Members of the public who attend the meeting either in-person or via Zoom are allowed to provide public comment verbally with a maximum allowance of 3 minutes per individual comment, subject to the Chair's discretion. Each member of the public will be allotted the same maximum number of minutes to speak as set by the Chair, except that public speakers using interpretation assistance will be allowed to testify for twice the amount of the public testimony time limit (California Government Code section 54954.3(a)).

In-person: At points in the meeting when the meeting chair requests public comment, members of the public participating in-person can simply raise their hand to be recognized.

Via Zoom: If participating via internet, please click the "raise hand" feature located within the Zoom application screen. If connected via telephone, please dial "*9" (star, nine).

Accommodations: To enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1), if you need special assistance to participate, please email public.comment@kensingtonfire.org 48 hours prior to the meeting.

Agenda and supplemental materials: This agenda is available on the KFPD website under the relevant meeting date: <https://www.kensingtonfire.org/governance>. Please note that supplemental materials will be posted on the website with the agenda as soon as they are available prior to the meeting. Additional information or materials may be presented at the meeting itself.

PLEASE NOTE: The District will use Zoom to allow virtual access to this meeting. This additional means of access is provided as a courtesy to the public and is not required by law. The meeting will continue to be conducted at the physical address provided above regardless of any interruption or failure of the Zoom transmission.

Hybrid Meeting Option via Zoom Internet Address:

<https://us06web.zoom.us/j/83111257473?pwd=0Xoxguk00yIsPsmZtERUUVnBbNrpJ7.1>

Telephone Access:

(669) 444-9171 or (253) 205-0468 or (719) 359-4580

Webinar ID: 831 1125 7473

Passcode: 112233

1. CALL TO ORDER/ROLL CALL

President Levine, Vice President Madugo, Secretary Artis, Director Stein, Director Watt

2. PUBLIC COMMENT

Under "Public Comment," the public may address the Board on any subject not listed on the agenda. Please address your comments to the Board of Directors and not to staff and/or the audience. Each speaker may address the Board once under Public Comment for a limit of three minutes. The public will be given an opportunity to speak on each agenda item and once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board. The Board cannot act on items not listed on the agenda and, therefore, cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

Directors will also have an opportunity to comment on matters not on the agenda.

3. ITEMS ADJOURNED FROM THE MEETING ON 6/19/2024

a. Strategic Planning District Goals- Ad Hoc Committee for Goals (Artis/Watt), (Supporting Material)

The Board's Ad Hoc Committee for Goals will present revised wording for goals discussed at previous Strategic Planning and Board meetings for discussion and direction.

Action= Review, Discussion, Direction

b. Renewal of Contract For Emergency Preparedness Coordination - Morris-Mayorga/Valenzuela (Supporting materials)

Consultants will review the contract goals and provisions for FY 2024-25 contract renewal.

Action = Discussion, Direction, Motion

c. Public Safety Building Repainting - Stein/Watt (Supporting materials)

The Ad Hoc Committee will report on this item for Board discussion and potential consideration of approval

Action = Discussion, Direction, Motion

4. ADOPTION OF CONSENT ITEMS

Items listed below are consent items, which are considered routine by the Board of Directors and will be enacted by one motion. The Board of Directors has received and considered reports and recommendations prior to assigning consent item designations to the various items. Copies of the reports are available to the public. The disposition of the item is indicated. There will be no separate discussion of consent items. If discussion is requested for an item, it will be removed from the list of consent items and considered separately on the agenda.

a. Approval of Minutes of the Board of Directors Regular meeting of 05/15/2024 and Special meeting of 6/5/2024 (Approve)

b. Acceptance of Incident Activity Report June 2024 (Accept)

c. Approval of Monthly Transmittal 07/17/2024 (Approve)

d. Approval of Monthly Financial Reports 06/30/2024 (Approve)

e. Ratify Approval of the Change in Time of Regular Emergency Preparedness Committee Meetings and Approve Updated Annual Meeting Schedule (Approve)

5. FIRE CHIEF'S REPORT – Saylor (Supporting Material)

Action = Presentation/Discussion

- 6. EMERGENCY PREP COORDINATOR'S REPORT** – Valenzuela (Supporting Material)
Action = Presentation/Discussion

7. OLD BUSINESS

8. NEW BUSINESS

- a. Employment Agreement for General Manager Position** (Supporting Material)
Action = Discuss and consider approval of an Employment Agreement for General Manager with associated FY 2024-25 budget adjustments for terms as needed.
- b. Request Marjang modify the first floor of the PSB in accordance with the attached layout to provide police service as requested by Ridgeline** - Watt (Supporting Material)
Action = Presentation, discussion, direction for Marjang
- c. Possible capital expenditures of surplus available cash in fiscal year 2024-25** - Watt (Supporting Material)
Action = Discussion, Direction, Motion
- d. Recording and Reporting on Board Meetings** - Stein and Artis

Director Stein requested an item to consider action minutes; Director Artis requested an item to consider obtaining transcription software (Supporting Material)
Action = Discussion, Direction, Motion
- e. CSDA Board of Directors Election Ballot - Term 2025 - 2027; Seat A - Bay Area Network** - Morris-Mayorga (Supporting Material)
Action = Discussion, Motion

- 9. GENERAL MANAGER'S REPORT** - Morris-Mayorga (Supporting Material)
Action = Presentation, Discussion, Direction, Motion

- 10. PUBLIC SAFETY BUILDING PROJECT UPDATE** – Morris-Mayorga (Supporting Material)
A brief progress update on the PSB Seismic Renovation for June & July will be presented.
Action = Presentation, Discussion

11. COMMITTEE REPORTS

Informational reports from Board members or staff covering the following assignments:

- a. Emergency Preparedness Committee Meeting** – Levine/Madugo (Supporting Material)
Report on the May 23, 2024 meeting
Action = Presentation, Discussion, Direction
- b. Finance Committee Meeting** – Watt/Artis (Supporting Materials)
Report on June 10th, 2024 meeting
Action = Presentation, Discussion, Direction

12. OUTSIDE AGENCIES REPORTS

- a. Contra Costa Special Districts Association** – Levine (Supporting Material)

13. ADJOURNMENT

The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, August 21, 2024 at 7:00pm at the Kensington Community Center. The deadline for agenda items to be included in the Board packet is Wednesday, August 7, 2024, by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, August 14, 2024, by 1:00pm.