



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

Wednesday, May 15th, 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/88694802530?pwd=pYk3GeWubvFvwhfNBMTDvrx2AGduw.0LFaDquJ-DAMFa-H>

Telephone Access:

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

Webinar ID: 886 9480 2530

Passcode: 799874

TIMING OF AGENDA ITEMS: *Approximate times are included below but may vary to accommodate appropriate discussion time and attention to the individual items.*

1. (7:00pm) CALL TO ORDER/ROLL CALL

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

2. (7:02pm) 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. (7:42pm) 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, that item 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 meetings of 02/21/2024, 03/20/2024, 04/17/2024 (Approve)

b. **Acceptance of Incident Activity Report** April 2024 (Accept)

c. **Approval of Monthly Transmittal** 04/15/2024 (Approve)

d. **Approval of Monthly Financial Reports** 04/30/2024 (Approve)

4. (7:50pm) PRESENTATION BY EAST BAY REGIONAL PARK DISTRICT – Barry/Saylors
(Supporting Material)

EBRPD Assistant Fire Chief Khari Helae will provide a presentation updating the board on newly permitted areas for fuels mitigation work in Tilden Park and other areas, a 2024 project status, their innovative biomass mass processing project, and contributions to combat the tree mortality die-off.

Action= Presentation/Discussion

5. (8:20pm) FIRE CHIEF’S REPORT – Saylors (Supporting Material)

Action = Presentation/Discussion

6. (8:30pm) CONTRA COSTA COUNTY LOCAL HAZARD MITIGATION PLAN (LHMP) – Saylors (Supporting Material)

Receive and file a presentation on the 2024 version of the LHMP regarding the plan's purpose, local hazards addressed, community preparation, and public involvement in the planning process.

Action = Presentation/Discussion

7. (8:50pm) EAST BAY HILLS WILDFIRE PREVENTION MOU AND COORDINATING GROUP
– Saylor/Barry (Supporting Material)

The Memorandum of Understanding for joining the East Bay Hills Wildfire Prevention Coordinating Group is presented for discussion and action by the board.

Action = Discussion, direction

Motion= To approve the Resolution 2024-01

Motion= To approve a director and an alternate to serve on the East Bay Hills Wildfire Prevention Coordinating Group.

8. (9:10pm) EMERGENCY PREP COORDINATOR'S REPORT – Valenzuela (Supporting Material)

Action = Presentation/Discussion

9. (9:20pm) OLD BUSINESS – No Old Business

10. (9:20pm) NEW BUSINESS

a. PROPOSAL TO CHANGE START TIME OF REGULAR EMERGENCY PREPAREDNESS COMMITTEE (EPC) MEETINGS TO 4:00 P.M. – Levine

President Levine will present the Emergency Preparedness Committee's request to change the start time of their monthly meetings from 3 p.m. to 4 p.m.]

Action = Discussion, Motion

b. EXTERIOR COLOR OF PUBLIC SAFETY BUILDING – Watt (Supporting Material)

Director Watt requested this item at the April 17th board meeting to consider a repainting modification and will present pertinent information.

Action = Discussion, direction, motion

11. (9:45pm) GENERAL MANAGER'S REPORT (Supporting Material)

Action = Presentation/Discussion/Direction/Action

12. (9:50pm) PUBLIC SAFETY BUILDING PROJECT UPDATE – Barry (Supporting Material)

A brief progress update on the PSB Seismic Renovation will be presented.

Action = Presentation/Discussion

13. (9:55pm) COMMITTEE REPORTS

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

a. Emergency Preparedness Committee Meeting – Levine/Madugo (Supporting Material)

b. Finance Committee Meeting – No report

14. (10:00pm) OUTSIDE AGENCIES REPORTS

a. Contra Costa Special Districts Association – No report

15. (10:00pm) ADJOURNMENT

The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, June 19, 2024 at 7:00pm at the Kensington Community Center. The deadline for agenda items to be included in the Board packet is Wednesday, June 5, 2024, by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, June 10, 2024, by 1:00pm.



KENSINGTON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING MINUTES

DATE/TIME: February 21, 2024, 7:00PM

LOCATION: Kensington Community Center, 59 Arlington Avenue, Kensington (and hybrid)

PRESENT: Directors: Director Julie Stein, President Daniel Levine, Vice President Danielle Madugo, Director Jim Watt
Staff: Board Clerk Candace Eros Diaz, GM Mary Morris-Mayorga, Fire Chief Eric Saylor
Consultant: EP Coordinator Johnny Valenzuela

1. CALL TO ORDER/ROLL CALL

President Daniel Levine called the meeting to order at 7:03 p.m. and confirmed the roll call.

2. PUBLIC COMMENT (00:00:52)

A member of the public present in the room commented on Mr. Semenov's January 17, 2024 presentation recommendations and the district's reorganization effort, noting this topic was not on this agenda. They urged the board to move forward with Mr. Semenov's January 17, 2024 presentation recommendations and stated they made the same request of KPPCSD board President Spath. They also asked KFPD board President Levine to consider appointing a new committee for reorganization and stated they made the same request of the KPPCSD board President Spath.

Another member of the public also noted that Mr. Semenov's January 17, 2024 presentation recommendations were not listed on this agenda and urged the board to move forward in tandem with the KPPCSD board.

Director Stein echoed these two public comments and shared quotes from Mr. Semenov's January 17, 2024 presentation recommendations.

3. ADOPTION OF CONSENT ITEMS (00:06:41)

President Levine proposed to approve all consent items on the agenda with a single motion. President Levine removed agenda item 3a.

- a. **Approval of Minutes** of the Board of Directors meetings of 01/17/2024
- b. **Acceptance of Incident Activity Report** February 2024
- c. **Approval of Monthly Transmittal** 02/21/2024
- d. **Approval of Monthly Financial Reports** 02/29/2024
- e. **FY 2022-23 OPEB Actuarial Report**

- f. **Authorize the General Manager/Interim General Manager to Enter Into Necessary Agreements to Allow Mr. Bakker, Who Intends to Join a New Law Firm in March, to Continue Serving as District Counsel**

MOTION: M/s Stein/Watt Motion to approve consent items 3b-3f.	
VOTE: Ayes: Levine, Madugo, Stein, and Watt Nays: None Absent: None	
Motion passed 4-0-0	Video Time Stamped: 00:09:01

4. FIRE CHIEF'S REPORT (00:09:17)

Fire Chief Eric Saylor presented the report as included in the packet. He provided operations, training, public safety updates, and noted the agency plans to hire three (3) new firefighters making the agency fully staffed. The board discussed the item.

Chief Saylor went on to review the January 25, 2024 memo addressed to the Emergency Preparedness Committee about forming a CERT program and the possibility of the district forming a 501(c)(3) to support this group. The board discussed the item. Chief Saylor noted that a former colleague of his would be open to making a Zoom presentation to the board and other stakeholders in support of the formation of this group.

There was no public comment.

5. EMERGENCY PREP COORDINATOR'S REPORT (00:24:44)

EPC Johnny Valenzuela presented the report including presentation. He highlighted community engagement events, district communications/publications, initiatives/deliverables, and past meetings. The board discussed the item.

A member of the public asked how residents can obtain an emergency kit. EPC Valenzuela provided this information noting that it will likely be at a June 2024 event with details forthcoming.

There was no additional public comment.

6. OLD BUSINESS - None

7. NEW BUSINESS (00:34:37)

a. Board Vacancy And Appointment Process

GM Morris-Mayorga presented the report as included in the packet. President Levine requested a Special meeting take place prior to the March 20, 2024 regular board meeting. The board discussed the item.

There was no public comment.

MOTION: M/s Stein/Levine Motion to accept Director Larry Nagel's letter of retirement dated January 11, 2024.
VOTE: Ayes: Levine, Madugo, Stein, and Watt Nays: None Absent: None
Motion passed 4-0-0 Video Time Stamped: 00:38:25

There was no board discussion or public comment.

MOTION: M/s Stein/Madugo Motion to approve the vacancy posting of the board position pending finalization of the Special meeting date.
VOTE: Ayes: Levine, Madugo, Stein, and Watt Nays: None Absent: None
Motion passed 4-0-0 Video Time Stamped: 00:39:50

GM Morris-Mayorga provided an outline of the application process. The board discussed this motion, specifically addressing what questions the board would ask during the interviews process. It was determined that each director may change the questions they asked during the special board meeting on December 11, 2024.

There was no public comment.

MOTION: M/s Stein/Levine Motion to approve posting the information and application online for interested parties to apply to the board vacancy.
VOTE: Ayes: Levine, Madugo, Stein, and Watt Nays: None Absent: None
Motion passed 4-0-0 Video Time Stamped: 00:44:52

There was no board discussion or public comment.

MOTION: M/s Levine/Madugo Motion to approve placing the interview and appointment selection to a special meeting date to take place after the March 11, 2024 application deadline and prior the March 20, 2024 regular board meeting.
VOTE: Ayes: Levine, Madugo, Stein, and Watt Nays: None Absent: None
Motion passed 4-0-0 Video Time Stamped: 00:46:45

b. Appoint Board Members to the Finance Committee (00:46:59)

President Levine introduced and provided background on the item. Directors Stein and Watt expressed an interest in participating in this committee. President Levine made this appointment.

There was no public comment.

MOTION: M/s Levine/Madugo Motion to appoint Director's Stein and Watt to the Finance Committee for calendar year 2024.	
VOTE: Ayes: Levine, Madugo, Stein, and Watt Nays: None Absent: None	
Motion passed 4-0-0	Video Time Stamped: 00:49:33

c. At-Will Employment Agreement for Interim General Manager (00:49:48)

GM Morris-Mayorga provided background and presented the report as included in the packet. She noted the candidate's start date would be March 4, 2024.

A member of the public present in the room asked for the definition of "At-Will Employment." GM Morris-Mayorga provided this information.

Candidate Tim Barry introduced himself to the board and public and provided a brief bio.

There was no additional public comment.

MOTION: M/s Stein/Levine Motion to approve the At-Will Employment Agreement for the Interim General Manager candidate, Tim Barry.	
VOTE: Ayes: Levine, Madugo, Stein, and Watt Nays: None Absent: None	
Motion passed 4-0-0	Video Time Stamped: 00:54:04

d. Mid-Year Budget Review and Adjustments (00:55:05)

GM Morris-Mayorga presented the report as included in the packet. The board discussed the item. Directors Stein and Watt also noted a few 2024 recommendations for the Finance Committee, which included a flow from the operating fund to replenish the capital reserves to stay on track and starting a building fund. The board discussed the Vehicle Replacement Rental Charge line item, noting that Chief Saylor was going to look into KFPD receiving a credit in the new fee proposal that will be presented in the May 2024 budget meeting.

A member of the public commented on the multi-story buildings along Colusa Avenue that

could benefit from a ladder truck if there were a fire. Director Stein provided clarification on the Vehicle Replacement Rental Charge line item and thanked GM Morris-Mayorga for her work at the last Finance Committee meeting.

There was no additional public comment.

MOTION: M/s Stein/Watt Motion to approve the mid-year budget adjustments.	
VOTE: Ayes: Levine, Madugo, Stein, and Watt Nays: None Absent: None	
Motion passed 4-0-0	Video Time Stamped: 01:10:52

- e. **Request a bid from Marjang to prepare a layout of the PSB that would locate the police department on the first floor of the PSB with the use of 100 sq. ft. on the second floor (01:11:03)**

Director Jim Watt presented the report as included in the packet. The board discussed the item.

A member of the public asked why the board is presenting this plan, commented that the Public Safety Building is a municipal building that should maintain a certain character, and suggested asking Marjang for a “schematic plan.”

Another member of the public commented on the overall understanding of the motion amongst all board members and noted their understanding of the distinctions. They also uplifted that the KPPCSD appears to be functioning in their current set up at the El Cerrito module.

A member of the public present in the room commented that Ridgeline Municipal Strategies may be able to use the information presented at the May 2023 KPPCSD board meeting item on joint occupancy and suggested the board share this.

There was no additional public comment.

Director Madugo dissented citing that the appropriate parties should first be consulted before approving the motion.

MOTION: M/s Watt/Stein Motion to approve obtaining a price from Marjang to provide a layout of the first floor of the Public Safety Building for police services.	
VOTE: Ayes: Levine, Stein, and Watt Nays: Madugo Absent: None	
Motion passed 3-1-0	Video Time Stamped: 02:01:32

f. Public Safety Building Project Update (02:02:20)

GM Morris-Mayorga presented the report as included in the packet. She confirmed the board will be able to tour the building and suggested Interim GM Barry move forward with this request.

There was no public comment.

8. GENERAL MANAGER'S REPORT (02:05:13)

GM Morris-Mayorga presented the report as included in the packet. President Levine noted that the Ridgeline Municipal Strategies recommendations were not on this agenda because the GM was in consultation with Mr. Semenov about the direction of future discussions. He also requested a board discussion about strategic planning at the March 20, 2024 regular meeting. The board then discussed the item and President Levine's comments and suggestions. GM Morris-Mayorga confirmed she has met with the KPPCSD and they are in alignment with the terms of the Ridgeline Municipal Strategies proposal, including payment documentation, work product, overall scope, and timeline. She also confirmed that the written fiscal analysis will be done in June or July 2024 at the earliest with meetings about the analysis potentially occurring in August, at the earliest. She confirmed that the KPPCSD and KFPD board presidents and general managers met to discuss how information would be collected and provided and each agreed to a joint meeting(s).

There was no public comment.

9. COMMITTEE REPORTS (02:16:39)

a. Emergency Preparedness Committee Meeting

President Levine presented the report as included in the packet and prepared by GM Morris-Mayorga. He commented on committee membership and how to structure its upcoming shorter-term goals alongside the KFPD board. The board then discussed the item and President Levine's comments. Recommendations included term-limits for the public members of this committee, KFPD board input on expenditures, and a work plan that will describe the goals of this committee.

There was no public comment.

b. Finance Committee Meeting

Director Stein presented the report as included in the packet. Recommendations included Transparency in the Ridgeline Fiscal Analysis Process, which included creating a public repository of information on the process that the public can access. The board then discussed the item.

There was no public comment.

10. OUTSIDE AGENCIES REPORTS (02:29:57)

a. Contra Costa Special Districts Association

President Levine presented the report as included in the packet and expressed an interest in participating in this committee.

There was no public comment.

11. ADJOURNMENT President Levine adjourned the meeting at 9:36 p.m.

The next Board of Directors meeting will occur on March 20, 2024

MINUTES PREPARED BY: Candace Eros Diaz and Mary Morris-Mayorga

These minutes were approved at the Board Meeting of the Kensington Fire Protection District on May 15, 2024.

Attest:

Secretary of the Board

DRAFT



KENSINGTON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS SPECIAL MEETING MINUTES

DATE/TIME: March 20, 2024, 7:00PM

LOCATION: Kensington Community Center, 59 Arlington Avenue, Kensington (and hybrid)

PRESENT: Directors: President Daniel Levine, Vice President Danielle Madugo,
Director Julie Stein, Director Jim Watt
Staff: Interim GM Tim Barry, Board Clerk Candace Eros Diaz

1. CALL TO ORDER/ROLL CALL

President Daniel Levine called the meeting to order at 7:06 p.m. and confirmed the roll call.

2. PUBLIC COMMENT (00:00:47)

A member of the public noted that the April 27, 2024 shredding event was not in the latest issue of the Fire Plug. They then commented on the tie vote for a new director that took place at the March 18, 2024 special board meeting and commented on the board's processes.

Another member of the public read quotes from Mr. Dmitry Semenov's Ridgeline Municipal Strategies presentation that took place on January 17, 2024 and opined on his statements.

Deborah Lane opined on the board's votes for the director position at the March 18, 2024 special board meeting.

A member of the public commented on the issue of consolidation being a philosophical discussion of good governance and asked the board to consider funding fire prevention projects.

Director Stein commented that a KFPD board planning meeting about how it envisions itself as a separate district moving forward was not listed on the agenda and reminded the board that Mr. Semenov suggested this happen before any joint meeting of the KFPD and the KPPCSD boards were to take place. President Levine responded to these comments. President Stein provided clarification on President Levine's responses.

There was no additional public comment.

3. OATH OF OFFICE for Director [insert name] (00:16:17)

Interim GM Tim Barry introduced, provided background on this item, explained the apparent options available to the board to elect a new director, and asked for staff direction. The board discussed the item. Director's Stein and Watt expressed their interest in holding another special meeting in which all options under Government Code Section 1780 are on the agenda and are made available to the board to appoint a new director. President Levine and Director Madugo were not in favor of this as they stated that they already understood the options available to the

board.

A member of the public commented on the options available to the board to select a new director and asked the board not to discount the possibility it can be an effective four-member board.

Ciara Wood opined on the possible outcomes and dynamics of a four-member board, encouraged it to put off the conversation about consolidation until 2025 when the board has a fifth member, and to hold another special meeting to appoint a new director.

Anthony Knight asked if the appointment of a new director goes to the board of supervisors will the meeting be open to the public, will the candidates be allowed to speak, and if all supervisors will vote on the matter. President Levine confirmed this information.

Catya D asked the board to hold another special meeting to appoint a new director and recommended a special election take place. She also opined that the Contra Costa Board of Supervisors will likely vote in favor of Joe Gioia's vote and noted Gioia is in favor of consolidation and will likely vote in favor of the KFPD candidate who is also in alignment with consolidation.

There was no additional public comment.

President Levine expressed an interest in scheduling a special meeting where a second round of interviews with candidates Dean (Rick) Artis and Thomas Cunniff would take place. Director Watt was in favor of this. Director Stein asked Interim GM Barry to consult with KFPD general counsel about whether the board is able to exclude options under Government Code Section 1780. The board discussed the item further.

The board directed Interim GM Barry to schedule a special meeting where the two options of Government Code Section 1780 are agendized, including inviting the two candidates back for a second round of interviews.

4. ADOPTION OF CONSENT ITEMS (01:05:46)

President Levine noted the regular minutes for 02/21/2024 and the special minutes for 10/26/2024 were not included in the packet and proposed to approve all consent items on the agenda with a single motion. Director Stein moved to remove the 01/17/2024 minutes, which will be discussed under New Business. President Levine also moved to remove agenda item 3b as it was incomplete.

- a. **Approval of Minutes** of the Board of Directors Regular meetings of 01/17/2024, 02/21/2024 and Special meeting of 10/26/2023
- b. **Acceptance of Incident Activity Report** February 2024
- c. **Approval of Monthly Transmittal** 03/20/2024
- d. **Approval of Monthly Financial Reports** 02/29/2024

MOTION: M/s Stein/Madugo: Motion to approve consent items 4c-4d.

VOTE:

Ayes: Levine, Madugo, Stein, and Watt

Nays: None

Absent: None

Motion passed 4-0-0

Video Time Stamped: 01:08:37

5. FIRE CHIEF'S REPORT (01:07:46)

Fire Chief Eric Saylors presented the report as included in the packet. He provided administrative practices, operations, public outreach, and training updates.

There was no board discussion or public comment.

6. EMERGENCY PREP COORDINATOR'S REPORT (01:12:16)

EP Coordinator Johnny Valenzuela presented the report including presentation. He highlighted community engagement events, district communications/publications, initiatives/deliverables, and past meetings. He asked for staff direction on whether a volunteer program to distribute materials for the Evacuation Plan campaign should be formalized or if efforts should be coordinated with other Kensington groups and KFPD volunteer lists. The board decided to discuss this under agenda item 10a. Director Stein asked if statistics are being kept on the number of residents who participate in the shredding event. EP Coordinator Valenzuela provided some qualitative data based on his attendance at the events. President Levine asked to review the materials presented before the board votes on the matter.

Ciara Wood asked for the specific address participating in the Replanting Grant program. EP Coordinator Valenzuela could not provide this information immediately. Ms. Wood said she would follow up for more information.

Lisa Corrona thanked EP Coordinator Valenzuela for his hard work and then provided her sense of resident participation at the shredding event.

Director Watt asked for a copy of the "What's Happening in Wildcat Canyon" slide of the presentation. EP Coordinator Valenzuela stated he would post it on the KFPD website and in the Outlook.

There was no additional public comment.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS (01:36:24)

a. January 17, 2024 Minutes

Director Stein introduced, provided background on, and specified agenda items 08a-d of the minutes for discussion. She noted her intention to include a more robust discussion and/or a write up of the Ridgeline Municipal Strategies presentation into the January 17, 2024 minutes and recounted her exchange with former GM Morris-Mayorga regarding her initial revisions to the minutes in this regard. Director Stein asked Interim GM Barry for his guidance on how to implement the alternative that members of the board may submit written statements for agenda items. He

stated that a director could verbally present comments on an agenda item that were previously written up and submit them for the record. President Levine uplifted Board Policy 10.90.40 in response. Interim GM Barry suggested that he work with Board Clerk Candace Eros Diaz to present the board with suggestions to change its current policy on minutes. The board discussed the item.

There was no public comment.

MOTION: M/s Stein/Levine: Motion to approve the minutes with the amendment to item 08c on page 35 of 46 of the January 17, 2024 agenda packet that reads: “Another member of the public commented on the community's effort to elect board members who would consider consolidation.” to “Two members of the public commented on their efforts to elect board members who would consider consolidation.”
VOTE: Ayes: Levine, Madugo, Stein, and Watt Nays: None Absent: None
Motion passed 4-0-0 Video Time Stamped: 01:57:56

A copy of the January 17, 2024 approved minutes are attached as an addendum to these minutes.

b. Public Safety Building Project Update (01:57:58)

Interim GM Barry presented the report as included in the packet. The board discussed the item. Director Stein asked if “Substantial Completion” or the May 2024 date is what the loan company (Capital One) requires. Interim GM Barry stated he would provide this information at a later date. Director Watt asked for a special meeting where legal counsel would review change orders. Interim GM Barry reviewed the close-out process, which includes the agency’s position on change orders. Director Watt asked for a status update on Marjang’s review of his redesign. Interim GM Barry stated he would provide this information at a later date.

There was no public comment.

c. Emergency Preparedness Committee Work Plan (02:08:30)

President Levine provided background and presented the report as included in the packet. The board discussed the item. Director Watt requested to add a collaboration with East Bay Regional Park District to reduce fuel levels on the Tilden Park ridgeline to the work plan. Director Stein requested a presentation from general counsel about volunteer responsibilities, liabilities, and legal guidelines. Director Stein also requested the board consider the independent consultant position as a potential staff position with more input from the board, including an updated RFP for the EPC position and the possibility of conducting a survey with other fire agencies in this regard. The board discussed the CERT program.

Lisa Corrora commented that the EPC has always included two members of the KFPD board and provided monthly reports to the board. She agreed with the

recommendation of an action plan for this committee with activities being approved by the board. She opined that changes to the EPC job description/position and any regulations around volunteers is an administrative decision, but that the EPC committee could suggest volunteer duties.

There was no additional public comment.

The board took a recess at 9:28 p.m. The board reconvened at 9:31 p.m.

d. Board Secretary Position (02:25:45)

Director Watt requested a new Secretary be elected to the board. The board discussed the item. A new appointment will be made at the April 17, 2024 regular board meeting.

There was no public comment.

9. GENERAL MANAGER'S REPORT (02:28:08)

Interim GM Barry presented the report as included in the packet and asked the board for direction about the timing of a joint board workshop with the KPPCSD with regards to the Ridgeline Municipal Strategies fiscal analysis. The board discussed the item. Director Stein requested that a public portal/website be established and dedicated to the fiscal analysis where all requests from and information provided to Ridgeline Municipal Strategies will reside. The board discussed how information will be shared between the districts. Director Stein requested the KFPD board have an internal discussion with Fire Chief Saylor, and anyone he would like to include, prior to any joint meeting with the KPPCSD board. Directors Watt and Stein requested that the El Cerrito Fire Department, its Fire Chief, and the City Manager also be involved in any discussions prior to a joint meeting with the KPPCSD board. President Levine noted that former GM Morris-Mayorga be included in the discussion while she is still under a consulting contract with the district. Director Watt and President Levine confirmed that they would like to have a joint meeting with the KPPCSD board to discuss the staffing structure of a unified agency. Vice President Madugo stated her preference to conduct a joint meeting with the KPPCSD board prior to any internal discussion and provided her reasoning.

MOTION: M/s Levine/Madugo: Motion to continue the meeting to 10:30 p.m.	
VOTE: Ayes: Levine, Madugo, and Watt Nays: Stein Absent: None	
Motion passed 3-1-0	Video Time Stamped: 02:58:14

President Stein requested a board visioning discussion with the architect at Marjang.

There was no public comment.

10. COMMITTEE REPORTS (03:03:44)

a. Emergency Preparedness Committee Meeting

President Levine presented the report as included in the packet.

There was no public comment.

b. Finance Committee Meeting

Director Stein recommended moving the hose nozzle costs out of the operating budget and into the capital budget to keep the fire engine fund on track. She noted this can be handled in the annual budget process.

There was no public comment.

c. GM Recruitment Committee

President Levine provided some background on this item. The board discussed the item. The board agreed to discuss this item in further detail at a later date.

There was no public comment.

11. OUTSIDE AGENCIES REPORTS (03:08:54)

a. Contra Costa Special Districts Association

President Levine provided an update on the meeting he attended on Monday, March 18, 2024.

There was no public comment.

12. ADJOURNMENT: President Levine adjourned the meeting at 10:16 p.m.

MINUTES PREPARED BY: Candace Eros Diaz and Tim Barry

These minutes were approved at the Board Meeting of the Kensington Fire Protection District on April 17, 2024.

Attest:

Secretary of the Board



EL CERRITO-KENSINGTON FIRE DEPARTMENT
 10900 San Pablo Avenue ■ El Cerrito ■ CA ■ 94530
 (510) 215-4450 ■ FAX (510) 232-4917
www.el-cerrito.org

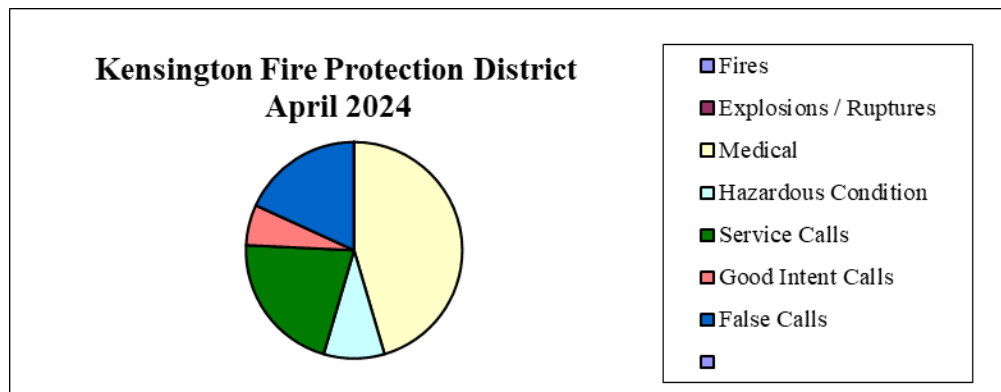


DATE: May 7, 2024
TO: Kensington Fire Protection District Board Members
FROM: Jose Castrejon: Battalion Chief
RE: **Incident Activity Reports for April 2024**

Thirty-three incidents occurred in the Kensington community in April, an increase of one incident from the previous month. Please see the attached “Incident Log” for the dates and times, locations, and types of incidents the Fire Department responded to this past month. During this same time, Station 55 (OES413) responded to forty-seven calls for service, an increase of eight incidents from the previous month. Overall, the El Cerrito-Kensington Fire Department has responded to 1,224 calls for service for the year.

The chart below shows the seven incident response types tracked by the State and National fire incident reporting systems. It also includes the number of responses for each type, the percentage of the total calls for each type, and all the responses in the Kensington community.

<u>Call Type</u>		<u>Incident Count</u>	<u>Percentages</u>
1: Fires	<i>(Structure, Trash, Vehicles, Vegetation Fires)</i>	0	0.00%
2: Explosions / Ruptures	<i>(Over Pressure/Ruptures, Explosions, Bombs)</i>	0	0.00%
3: Medical	<i>(EMS, Vehicle Accidents, Extrication Rescue)</i>	15	45.45%
4: Hazardous Condition	<i>(Chemical Spills, Leaks, Down Power Lines)</i>	3	9.09%
5: Service Calls	<i>(Distress, Water/Smoke/Odor Problems, Public Assists)</i>	7	21.21%
6: Good Intent Calls	<i>(Distress, Water/Smoke/Odor Problems, Public Assists)</i>	2	6.06%
7: False Calls	<i>(Wrong Company/Unit Dispatched)</i>	6	18.18%
8: Weather	<i>(flooding, wind, lightning)</i>	0	0.00%
Totals		33	100.00%



Kensington Incidents April 2024

#	Incident	Date	Type	Street	Typ	st City	Apparatus
1	0024039132	02-Apr-24 07:47:02	321	Arlington	CT	Kensington	OES413
2	0024039406	02-Apr-24 17:22:11	321	Kenyon	AVE	Kensington	OES413
3	0024039442	02-Apr-24 19:29:12	400	Oakview	AVE	Kensington	E151
4	0024039539	03-Apr-24 01:19:14	554	Lake	DR	Kensington	OES413
5	0024039882	03-Apr-24 18:21:12	733	Oakview	AVE	Kensington	OES413
6	0024039956	03-Apr-24 22:05:58	321	Yale	AVE	Kensington	OES413
7	0024040736	05-Apr-24 22:10:00	321	Richardson	RD	Kensington	OES413
8	0024041128	06-Apr-24 20:35:51	444	Sunset	DR	Kensington	OES413
9	0024041984	09-Apr-24 01:29:50	554	Windsor	AVE	Kensington	OES413
10	0024042315	09-Apr-24 19:36:10	400	Arlington	AVE	Kensington	OES413
11	0024043399	12-Apr-24 11:18:28	321	Arlmont	DR	Kensington	OES413
12	0024043552	12-Apr-24 17:13:05	733	Purdue	AVE	Kensington	E152
13	0024044015	14-Apr-24 01:28:28	321	Edgcroft	RD	Kensington	OES413
14	0024044231	14-Apr-24 15:48:08	321	Amherst	AVE	Kensington	OES413
15	0024044766	15-Apr-24 21:23:12	611	Edgcroft	RD	Kensington	OES413
16	0024044977	16-Apr-24 13:02:47	550	Willamette	AVE	Kensington	OES413
17	0024045007	16-Apr-24 14:17:48	745	Lawson	RD	Kensington	OES413
18	0024045024	16-Apr-24 15:26:41	321	Lawson	RD	Kensington	E152
19	0024045378	17-Apr-24 11:07:27	321	Willamette	AVE	Kensington	OES413
20	0024045926	18-Apr-24 14:35:35	321	Rincon	RD	Kensington	OES413
21	0024046216	19-Apr-24 07:51:13	550	Vassar	AVE	Kensington	OES413
22	0024046651	20-Apr-24 09:50:58	321	Colgate	AVE	Kensington	OES413
23	0024046888	20-Apr-24 21:44:36	321	Trinity	AVE	Kensington	OES413
24	0024047912	23-Apr-24 09:37:19	700	Los Altos	DR	Kensington	OES413
25	0024048045	23-Apr-24 16:10:54	700	Rincon	RD	Kensington	OES413
26	0024049076	26-Apr-24 03:54:18	321	Kerr	AVE	Kensington	OES413
27	0024049573	27-Apr-24 10:10:00	550	Kensington	CT	Kensington	OES413
28	0024050019	28-Apr-24 12:06:30	321	Colusa	AVE	Kensington	E151
29	0024050142	28-Apr-24 17:10:10	321	Colusa	AVE	Kensington	E151

Kensington Incidents April 2024

30	0024050204	28-Apr-24 20:17:56	5000	Ocean View	AVE Kensington	OES413
31	0024050548	29-Apr-24 15:32:17	611U	Grizzly Peak	BLVD Kensington	OES413
32	0024050585	29-Apr-24 17:03:00	743	Norwood	AVE Kensington	OES413
33	0024051072	30-Apr-24 19:32:08	550	Trinity	AVE Kensington	OES413

#	Incident	Date	Type	Street	Type	City	Apparatus
1	0024038799	01-Apr-24 13:03:25	611	Terrace	DR	El Cerrito	OES413
2	0024038844	01-Apr-24 14:05:15	131	Moeser	LN	El Cerrito	OES413
3	0024039132	02-Apr-24 07:47:02	321	Arlington	CT	Kensington	OES413
4	0024039406	02-Apr-24 17:22:11	321	Kenyon	AVE	Kensington	OES413
5	0024039539	03-Apr-24 01:19:14	554	Lake	DR	Kensington	OES413
6	0024039882	03-Apr-24 18:21:12	733	Oakview	AVE	Kensington	OES413
7	0024039892	03-Apr-24 18:38:03	321	El Cerrito	PLZ	El Cerrito	OES413
8	0024039956	03-Apr-24 22:05:58	321	Yale	AVE	Kensington	OES413
9	0024040343	04-Apr-24 22:28:47	5000	Richmond	ST	El Cerrito	OES413
10	0024040570	05-Apr-24 13:21:20	400	Terrace	DR	El Cerrito	OES413
11	0024040736	05-Apr-24 22:10:00	321	Richardson	RD	Kensington	OES413
12	0024040781	06-Apr-24 00:27:02	400	Havens	PL	El Cerrito	OES413
13	0024041128	06-Apr-24 20:35:51	444	Sunset	DR	Kensington	OES413
14	0024041276	07-Apr-24 09:13:18	321	Shevlin	PL	El Cerrito	OES413
15	0024041984	09-Apr-24 01:29:50	554	Windsor	AVE	Kensington	OES413
16	0024042315	09-Apr-24 19:36:10	400	Arlington	AVE	Kensington	OES413
17	0024042508	10-Apr-24 09:21:05	154	El Cerrito	PLZ	El Cerrito	OES413
18	0024043376	12-Apr-24 10:23:03	321	Moeser	LN	El Cerrito	OES413
19	0024043399	12-Apr-24 11:18:28	321	Arlmont	DR	Kensington	OES413
20	0024043647	12-Apr-24 22:48:39	321	Terrace	DR	El Cerrito	OES413
21	0024043766	13-Apr-24 10:06:27	321	Roberta	DR	El Cerrito	OES413
22	0024044015	14-Apr-24 01:28:28	321	Edgecroft	RD	Kensington	OES413
23	0024044231	14-Apr-24 15:48:08	321	Amherst	AVE	Kensington	OES413
24	0024044766	15-Apr-24 21:23:12	611	Edgecroft	RD	Kensington	OES413
25	0024044977	16-Apr-24 13:02:47	550	Willamette	AVE	Kensington	OES413
26	0024045007	16-Apr-24 14:17:48	745	Lawson	RD	Kensington	OES413
27	0024045008	16-Apr-24 14:26:51	400	Arlington	BLVD	El Cerrito	OES413
28	0024045178	16-Apr-24 22:24:46	611	Roberta	DR	El Cerrito	OES413
29	0024045378	17-Apr-24 11:07:27	321	Willamette	AVE	Kensington	OES413

30	0024045519	17-Apr-24 16:07:49	321	San Pablo	AVE	El Cerrito	OES413
31	0024045926	18-Apr-24 14:35:35	321	Rincon	RD	Kensington	OES413
32	0024046216	19-Apr-24 07:51:13	550	Vassar	AVE	Kensington	OES413
33	0024046651	20-Apr-24 09:50:58	321	Colgate	AVE	Kensington	OES413
34	0024046796	20-Apr-24 17:29:59	321	Terrace	DR	El Cerrito	OES413
35	0024046888	20-Apr-24 21:44:36	321	Trinity	AVE	Kensington	OES413
36	0024046978	21-Apr-24 05:02:46	5000	Shevlin	PL	El Cerrito	OES413
37	0024047335	21-Apr-24 23:33:36	400	Balra	DR	El Cerrito	OES413
38	0024047912	23-Apr-24 09:37:19	700	Los Altos	DR	Kensington	OES413
39	0024048045	23-Apr-24 16:10:54	700	Rincon	RD	Kensington	OES413
40	0024048380	24-Apr-24 12:55:06	744	King	DR	El Cerrito	OES413
41	0024049076	26-Apr-24 03:54:18	321	Kerr	AVE	Kensington	OES413
42	0024049573	27-Apr-24 10:10:00	550	Kensington	CT	Kensington	OES413
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Leading The Way On Wildfire Protection With Innovative Models For Fuels Management

Presented by:

Assistant Fire Chief Khari Helae

East Bay Regional Parks Fire Department

May 15, 2024



Tree Die-Off Review

2020 → Observation of Accelerated Decline.

2020 → The entire District was analyzed for the most affected areas.

2021 -2022 → Funding was secured to address the fuels management and forest health.

2023 → After the Pilot Project's success, the 7.5 million Anthony State Funded Project began in May of 2022 and will complete 365 acres by June 2024.

2024 → The first CALVTP project will begin thinning tree die-off in Tilden

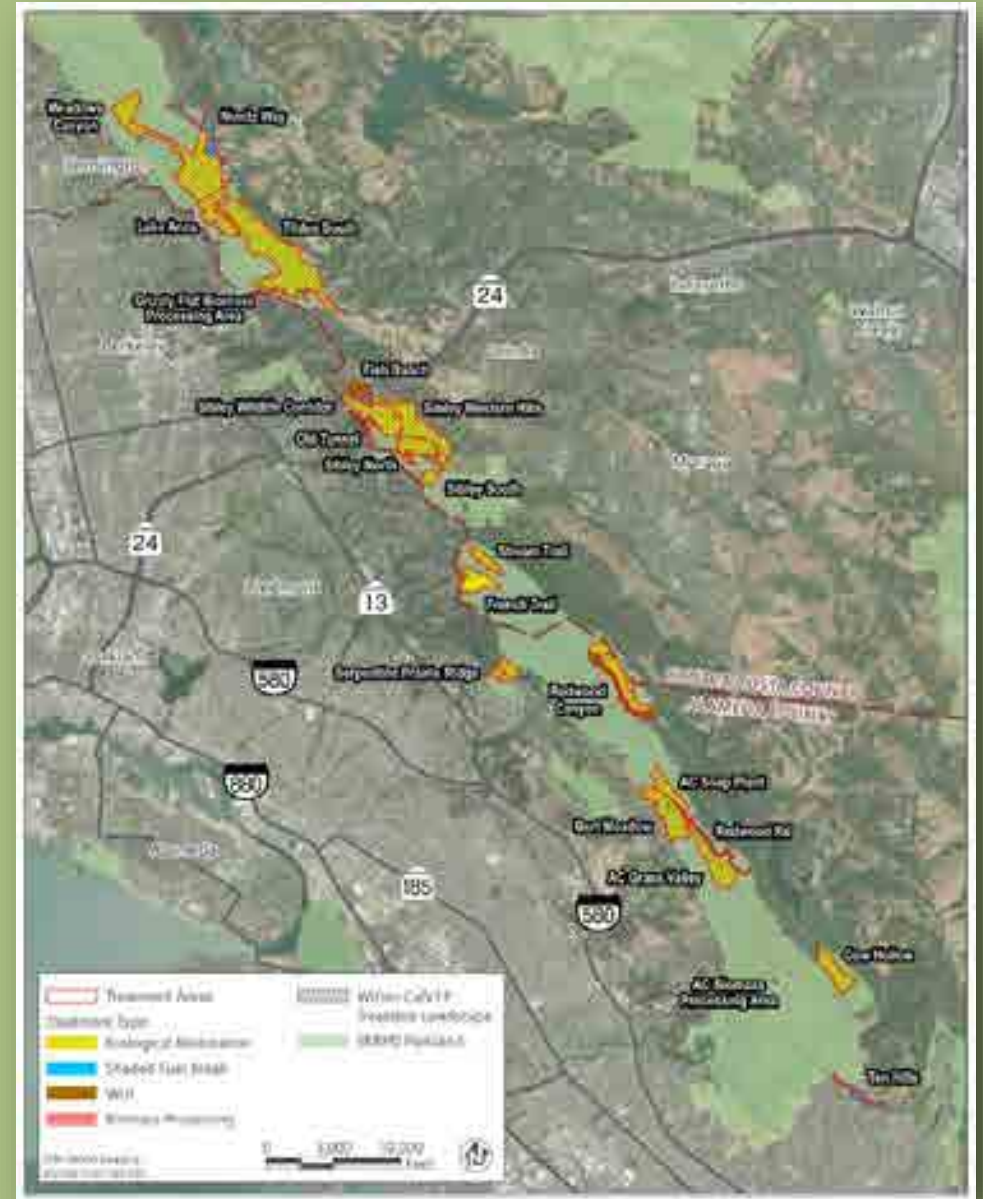
WILDFIRE HAZARD REDUCTION AND RESOURCE MANAGEMENT PLAN

- Fire Prevention
- 130 Treatment Areas
- 3000 acres
- 9 Regional Parks



CALVTP California Vegetation Treatment Program

- Fire Prevention
- 2466 acres
- 5 Regional Parks



Tilden



Before

After



The Diablo's Fuels Crew



East Bay Regional Park District: Biochar Deployment Success

- **Project Overview:** A 365-acre eucalyptus fuels management project between Oakland and Castro Valley aimed at fire prevention and carbon sequestration. The project illustrates our commitment to climate resilience by repurposing biomass into biochar.
- **Production Statistics:** From processing approximately 12,775 tons of biomass, we're set to produce 1,277 tons of biochar, achieving an average production rate of 17 tons every 24 hours when processing biomass. This underscores our dedication to proactive waste reduction and carbon capture strategies within the district.



East Bay Regional Park District: Biochar Deployment Success

- **Applications Across the District:**

- **Agricultural Enhancement:** At Ardenwood Farms & Dig Deep Farms, biochar boosts crop soil, leading to healthier plants and increased yields.
- **Erosion Control:** Usage at Oyster Bay & Wildcat counters soil erosion, while at Sunol, biochar aids in water filtration and plant enrichment.
- **Restoration and Revitalization:** Sibley at McCosker Ranch for improved soil and Shadow Cliffs & Quarry Lakes benefit from enhanced plant health through biochar application.
- **Water Management:** Radke-Martinez Park employs biochar in bioswales for effective stormwater management and pollution filtration.



Funding Sources 2024

- Fire Department General Fund of \$3.2 Million
- CA State Direct Funding of \$4.5 Million
- Measure FF \$700,000
- FEMA Anthony Chabot \$2 Million
- Calfire Grizzly Peak Strategic Fuel-Break \$2.5 Million
- Total Funding: \$12.9 Million
- \$28.2 Million – Future Outstanding Grant Applications





EL CERRITO-KENSINGTON FIRE DEPARTMENT

10900 San Pablo Avenue ■ El Cerrito ■ CA ■ 94530
(510) 215-4450 ■ FAX (510) 232-4917

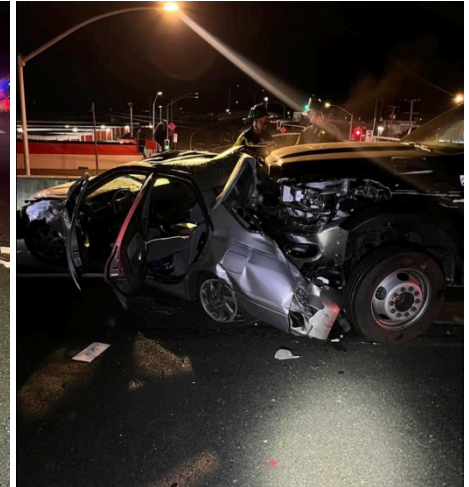
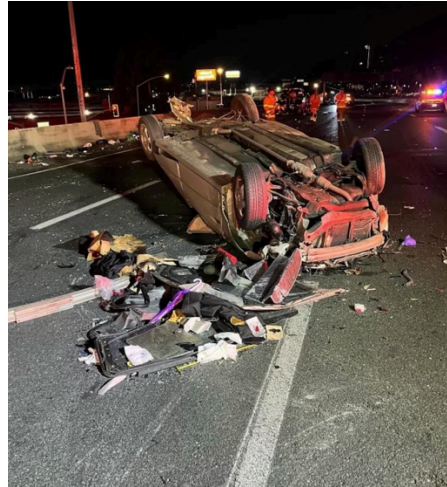
www.el-cerrito.org



DATE: May, 2024
TO: Tim Barry: General Manager
FROM: Eric Saylor: Fire Chief
RE: Fire Chief's Report for the May 2024 Fire District Board Meeting

Operations

E51 responded to a four-car accident on westbound I-80. One vehicle flipped onto its roof, and the patient needed extrication. The crew from E51 provided ALS care to the patient and assisted with the transportation to the hospital. Every Type 1 engine and truck in Kensington carries extrication equipment and a paramedic to ensure a high quality of patient care during vehicle accidents.



Administration

Captain David Ciappara completed the next Local Hazard mitigation plan phase, outlining the specific hazards to Kensington in the Annex, and started the public outreach process. The Local (Multi-Jurisdiction) Hazard Mitigation Plan is a partnership with cities and special districts within the county to assess the risk of floods, drought, wildfires, severe weather, and other natural hazards of concern to the county. Special districts are considered local governments and must have an approved plan to be eligible for particular Hazard Mitigation Assistance and High Hazard Potential Dam Grant Program funding. Special districts such as Kensington are considered local governments and must have an approved plan to be eligible for particular Hazard Mitigation Assistance and federal funding.

Local Hazards

As part of the Local Hazard Mitigation Plan (LHMP) Contra Costa County identified 21 natural and human-caused hazards. The top three were:

- Earthquakes
- Wildfires
- Landslides

Learn more about the hazards in your area and what actions are being planned to mitigate them in the 2024 LHMP Update.

GET INVOLVED IN THE PLAN!

- Read the plan
- Share your feedback
- Share what you learned

Scan to learn more!

Mission: Protect Lives and Property
Integrity Accountability Teamwork Respect Professionalism



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Training

The joint El Cerrito and Richmond Fire Academy stopped by station 52 during their morning run to pay their respects to the current firefighters and citizens. The fire academy is a fourteen-week academy that introduces new employees to tactics, strategies, and science of fighting fire and rescuing victims. There is a house fire every 43 seconds in the United States. On average, in every 3000 house fires, a live victim is removed by a firefighter. On average, in every 80,000 house fires, a firefighter dies trying to rescue a victim. The academy is the first line of defense for the fire services to lower our fatality rate.



Public Outreach

Engine 51 visited Korematsu Middle School to assist with the federal TRIO Program at UC Berkeley. The Federal TRIO Programs (TRIO) are Federal outreach and student services programs designed to identify and provide services for individuals from disadvantaged backgrounds. TRIO includes eight programs targeted to serve and assist low-income individuals, first-generation college students, and individuals with disabilities to progress through the academic pipeline from middle school to postbaccalaureate programs.



Fire prevention officer Crumpacker was featured on KECG Radio Station (88.1 FM). Captain Crumpacker answered questions about firefighting and public safety while being interviewed by the student broadcasting team. The fire department uses many modes of communication for public outreach and education, including site visits, printed material, social media, and radio when available. Captain Crumpacker did a great job spreading our mission of protecting lives and property.



Mission: Protect Lives and Property
Integrity Accountability Teamwork Respect Professionalism



Local Hazard

Mitigation Plan

Presentation for **The Kensington Fire Protection District**



Presentation Overview

Part 1: Plan Overview

Part 2: County Hazards

Part 3: How to Prepare

Part 4: Get Involved



Local Hazard Mitigation Plan



The planning process includes:

working with cities, special districts, and county departments to identify priority hazards in their jurisdictions.



identifying mitigation strategies for each hazards identified.



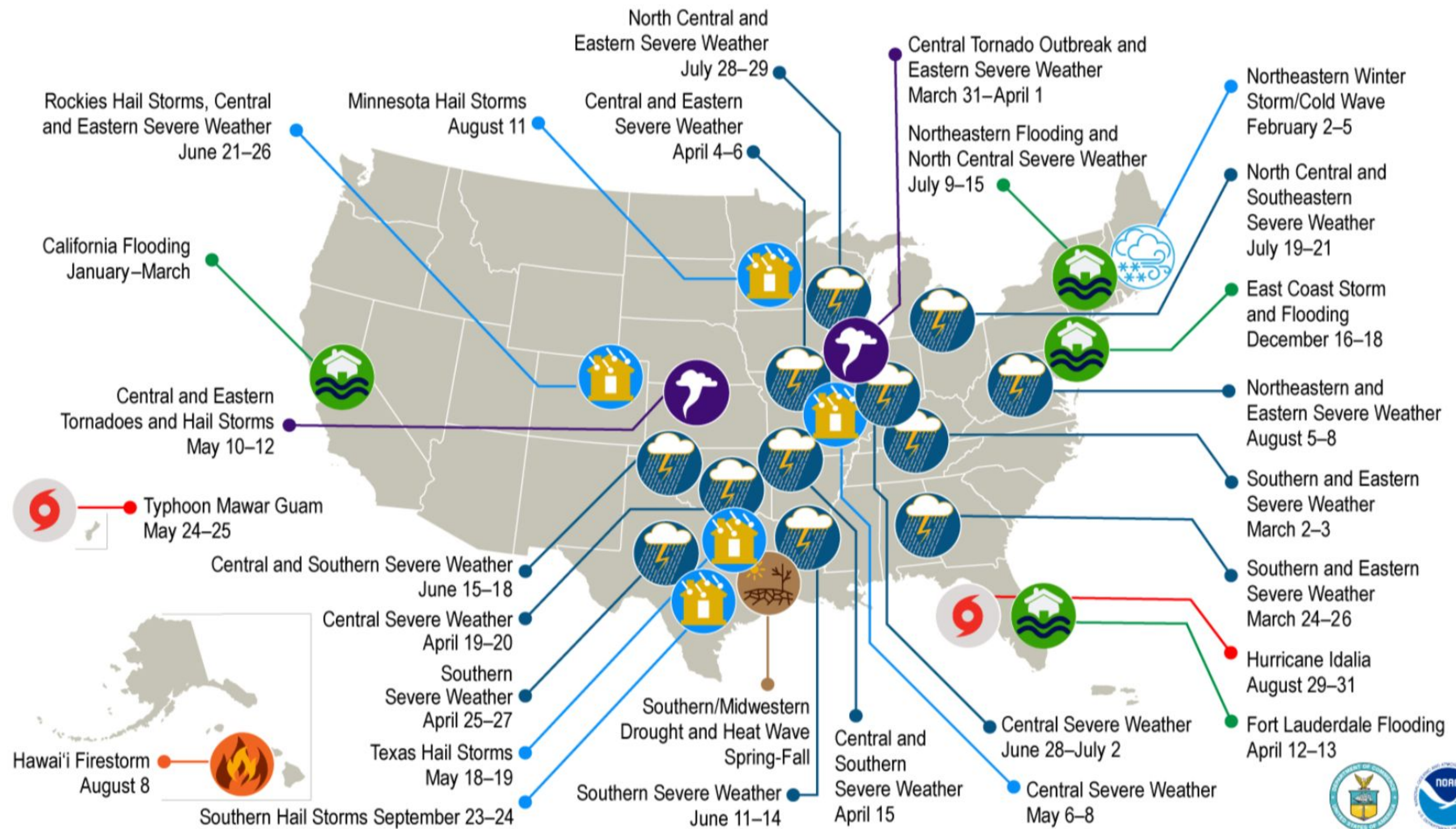
asking the public for feedback on the plan.
Now that we have a draft, we want to hear your comments!

The Local Hazard Mitigation Plan (LHMP) is a 5-year plan that sets the mitigation priorities for the County.

Over 40 partners county-wide are a part of this plan: 16 cities, 20 special districts, and many County Departments.

U.S. 2023 Billion-Dollar Weather and Climate Disasters

-  Drought/Heat Wave
-  Flooding
-  Hail
-  Hurricane
-  Severe Weather
-  Tornado Outbreak
-  Wildfire
-  Winter Storm/Cold Wave



This map denotes the approximate location for each of the 28 separate billion-dollar weather and climate disasters that impacted the United States in 2023. Agenda Packet Page 37 of 81



County-Wide Hazards

Natural Hazards (Required)



- Climate Change
- Dam and Levee Failure
- Drought
- Earthquake
- Flood
- Landslide
- Sea Level Rise (new)
- Severe Weather
- Tsunami
- Wildfire

Human-Caused / Technological Hazards

- Cybersecurity Threats
- Hazardous Materials Incidents
- Utility Interruptions
- Active Shooter Incidents
- Terrorism



High Priority Local Hazards

Natural Hazards

- Climate Change
- Drought
- Earthquake
- Landslides
- Severe Weather
- Wildfire

Human-Caused / Technological Hazards

- Utility Interruptions



How to Prepare for Disasters

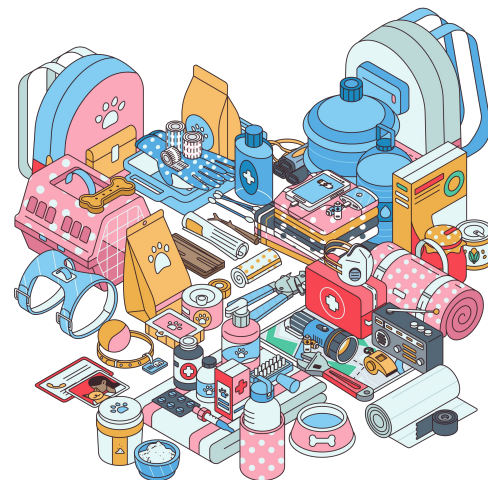
Preparing before a disaster can help you and your loved ones recover more quickly from a disaster.



Learn your hazards

Visit

myhazards.caloes.ca.gov



Make a kit

Each pet and member of your household should have a kit.



Practice your plan

Practice your plan and check your emergency kit at least twice a year.



**Contra Costa
County**



Get Involved in the Planning Process



Read the plan!



Comment!



Share what you learned!



Check the County Website for more information.





Contra Costa
County



Thank you!

For questions or comments contact:

oes-staff@so.cccounty.us (OES staff)

dciappara@ci.el-cerrito.ca.us (David Ciappara)

jvalenzuela@kensingtonfire.org (Johnny

Valenzuela)



KENSINGTON FIRE PROTECTION DISTRICT

DATE: May 15, 2024
TO: Board of Directors
RE: East Bay Hills Wildfire Prevention Mou And Coordinating Group
SUBMITTED BY: Tim Barry, Interim General Manager

This group of 10 public agencies (WPCG) has been formed, each with an MOU, to coordinate wildfire prevention actions and coordinate grants to be sought out to pay for prevention measures benefitting the whole group. We are now ready to present the information, MOU and resolution for board review and approval to join the group. Chief Saylor and I attended the first meeting of the group, held Monday April 29th, which was attended by one elected official and one or more staff person (mostly fire chiefs) from each participating agency. The City of El Cerrito hosted the meeting and has already joined.

The group has been facilitated by the consultant Placeworks who will continue to provide staff services for the near term. The group needed to determine which agency would serve as the fiscal agent for the group, which had not been determined before I had to leave the meeting. They also needed to select a chair and vice-chair which may have taken place after I left as well.

The MOU does not commit KFPD to paying fees. Funding to date for the consultant has been paid through a grant. Chief Saylor will make a presentation and answer any questions. Two recommended actions are to approve the MOU by resolution and to select a director and an alternate for attending what are probably going to be quarterly meetings.

RESOLUTION 2024-01

East Bay Hills Regional Wildfire Prevention
and Coordination MOU

WHEREAS, the risk of catastrophic wildfire is growing due to changing conditions resulting in high winds and dry fuels; and

WHEREAS, wildfire’s frequency and intensity demand regional wildfire prevention strategies and actions to keep residents safe; and

WHEREAS, wildfires are not bound by county, district, or city lines; and

WHEREAS, the Fire Protection board supports wildfire coordination among more than 20 municipalities, counties, and fire districts in the East Bay Hills to facilitate coordination of wildfire safety and prevention; and

WHEREAS, the regional fire chiefs have the opportunity to communicate and coordinate fire prevention efforts through the Hills Emergency Forum (HEF); and

WHEREAS, the MOU will allow elected officials to communicate and coordinate through an official public platform for regional wildfire prevention.

NOW THEREFORE, BE IT RESOLVED by the board of the Kensington Fire Protection District that the Kensington Fire Protection District approves the Memorandum of Understanding for Coordination of Wildfire Prevention Activities to Protect the East Bay Hills in Alameda and Contra Costa Counties.

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon passage and adoption.

I CERTIFY that at a regular meeting on May 15, 2024 the Kensington Fire Protection District passed this Resolution by the following vote:

- AYES: BOARDMEMBER:
- NOES: BOARDMEMBER:
- ABSTAIN: BOARDMEMBER:
- ABSENT: BOARDMEMBER:

IN WITNESS of this action, I sign this document for the Kensington Fire Protection District_

Rina Ly, District Clerk

APPROVED:

Daniel Levine, Board President

The image is a composite of two photographs. The top photograph shows a hillside with several houses, including a prominent large house with a circular porch, under a hazy, orange-tinted sky. The bottom photograph shows a dense residential development on a hillside, with a large fire burning in the background, sending up thick smoke. The text is overlaid on a dark, semi-transparent rectangular area in the center of the image.

East Bay Hills Wildfire Prevention & Coordination

A grassroots advocacy effort to create a formalized agreement to reduce wildfire threat throughout the East Bay

Guiding Principles for a Regional Approach to Wildfire Prevention

Increasing Threats

In the face of increasing threats from wildfire, it is time for a new, more effective, regional approach to keep residents safe.

Regional Issue

Wildfires do not respect political boundaries so fire prevention and vegetation management should be regional efforts.

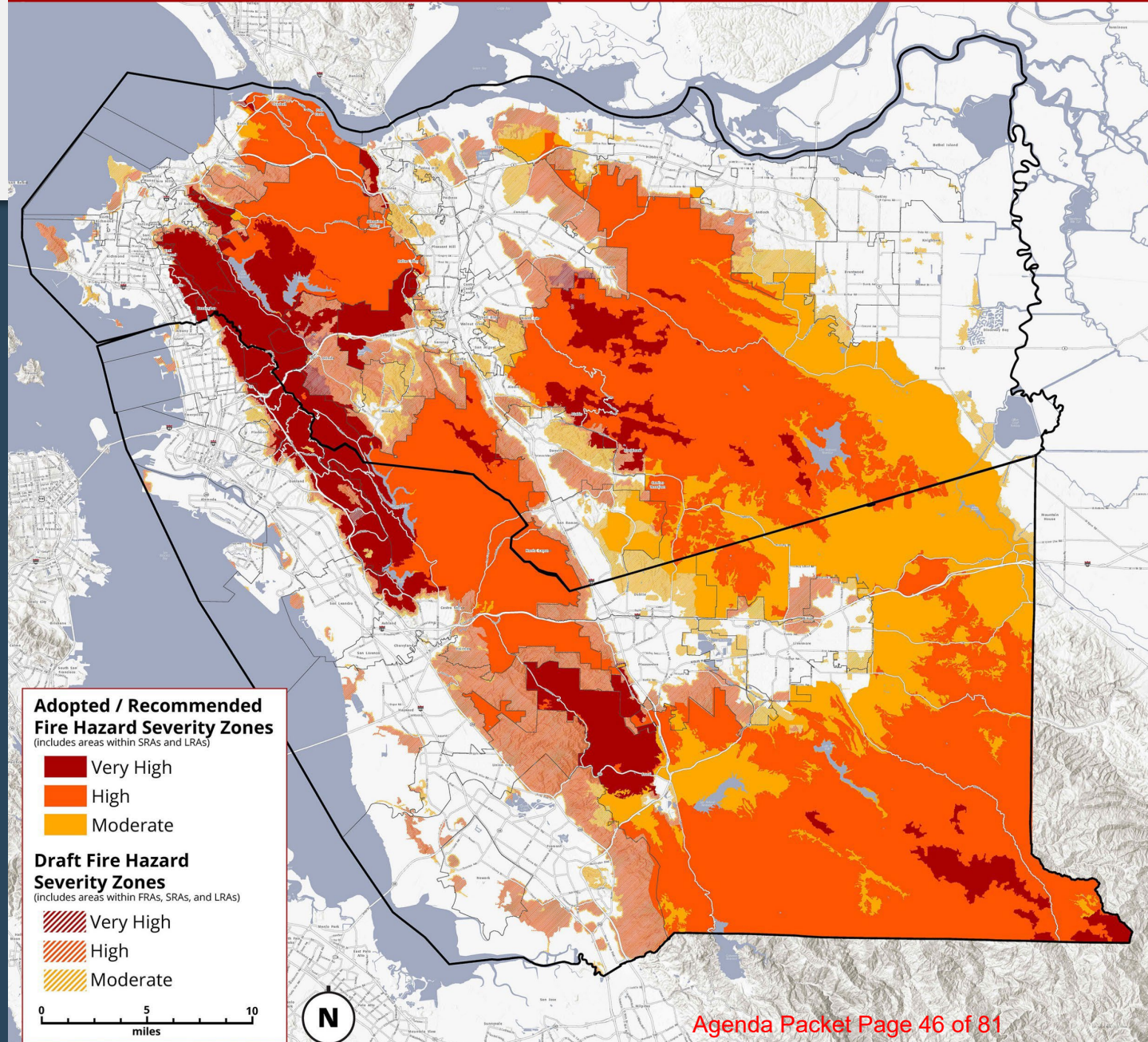
Difficult to Coordinate

Coordinating among the many jurisdictions is a challenge without a specialized mechanism

CONTRA COSTA AND ALAMEDA COUNTIES

Composite Fire Hazard Severity Zones*

*The fire hazard severity zones shown here are a COMPOSITE of three CAL FIRE datasets:
1) **ADOPTED** (Nov 2007) State Responsibility Areas (SRAs) with Very High, High, and Moderate fire hazard severity designations.
2) **RECOMMENDED** (Sep 2008, Jan 2009) Local Responsibility Areas (LRAs) with Very High fire hazard severity designation.
3) **DRAFT** (Sep 2007) fire hazard severity zones in Federal (FRA), State (SRA), or Local (LRA) Responsibility Areas.



Opportunities for Wildfire Prevention Coordination

- » **Established coordination exists amongst fire officials**
- » **East Bay WUI areas with highly local needs and requirements (non-native species, high density)**
- » **No dedicated staff for regional wildfire prevention coordination**
- » **No interjurisdictional framework for policy making**
- » **Uneven enforcement of vegetation management regulations and state fire code**
- » **Regional coordination increasingly prioritized in State and Federal programs**

Existing Wildfire Prevention Coordination Efforts

- » **Chiefs' Associations (Alameda & Contra Costa Counties)**
- » **Hills Emergency Forum (HEF)**
- » **East Bay Regional Communication System Authority (EBRCSA)**
- » **Community Wildfire Protection Plans (CWPP)**
- » **Regional Priority Plan (RPP)**
- » **EBRPD Wildfire Risk and Fine Scale Vegetation Mapping**

Our Work to Date

- » **2019-2021:** Oakland Firesafe Council (OFSC) members began fundraising and speaking with local jurisdictions about wildfire prevention coordination; engaged Placeworks Consulting
- » **Dec 2021-Jun 2022:** OFSC facilitated five meetings amongst 25+ local agency and elected officials to explore collaboration options--from existing mechanisms to a JPA
- » **Summer 2022:** Stakeholders agreed to work towards an MOU structure and delegated drafting to subset of stakeholders (working group)
- » **Dec 2022:** Hanson-Bridgett law firm presents draft MOU to working group
- » **Spring 2023:** MOU finalized with input from working group
- » **June 2023:** Stakeholders meet, agree to present MOU to jurisdictions

Working Group Members

Alameda County

Office of Supervisor **Keith Carson**, Fire Chief **William McDonald**

Contra Costa County

Office of Supervisor **John Gioia**, Fire Chief **Lewis Broschard**

City of Berkeley

Councilmember **Susan Wengraf**, Assistant Fire Chief **Dan Green**

City of Oakland

Deputy City Administrator **Joe DeVries**,

Deputy Fire Chief **Damon Covington**/Fire Chief **Reginald Freeman**

City of Pinole

Mayor Pro Tem **Maureen Toms**

City of Richmond

Councilmember **Gayle McLaughlin**, Fire Chief **Angel Montoya**

Moraga-Orinda Fire Protection District

Fire Chief **Dave Winnacker**

Funding Partners Supporting MOU Development*

- » Bay Area Air Quality Management District
- » Donner Family Fund
- » California Coastal Conservancy grant via Bay Area Council
- » CSAA Insurance Group
- » PG&E
- » Numerous community members and neighborhood groups in the East Bay Hills
- » Alameda County
- » Contra Costa County
- » City of Berkeley
- » City of Oakland
- » City of Pinole
- » City of Richmond
- » Moraga-Orinda Fire Protection District

* Through donations to 501(c)(3) sponsor Oakland Firesafe Council (OFSC)



Memorandum of Understanding

*for coordination of wildfire prevention activities to protect the
East Bay Hills in Alameda and Contra Costa Counties*

MOU: A Simple Platform

- » **Explanation of wildfire risks in East Bay Hills**
- » **Description of wildfire prevention activities performed by Participating Agencies and current collaboration efforts within counties**
- » **Desire to improve coordination, enhance efficacy & efficiency**
- » **Goal of increasing each Participating Agency's level of service to residents and property owners**
- » **No alteration of jurisdictional boundaries, cooperative efforts, or individual jurisdiction authority**

Shared Intent / Potential Activities

Once formed, Participating Agencies will jointly decide on activities. The following have been discussed:

- » **Collaboration on strategies and policies to minimize wildfire hazards in the East Bay Hills including vegetation management**
- » **Assist in adoption of consistent codes for fire prevention**
- » **Partner to apply for state, federal, and other grant funds**
- » **Plan for wildfire response including evacuations across jurisdictions**

East Bay Hills Regional Wildfire Prevention Coordinating Group -- Structure



- » **Each Participating Agency appoints: Member and alternate from governing body (council, board)**
- » **Fire Officials to advise on strategies and policies**

Principles and Duties

- » **Hold open and public meetings**
- » **Establish goals, procedures and programs**
- » **Designate a fiscal agent; develop plan for staff support**
- » **Institute a dues structure and/or apply for grants as needed**
- » **Adopt annual budget**



NEXT STEPS

- » Presentations to potential Participating Agencies' governing bodies
- » Adjust MOU to incorporate feedback
- » Ratification/approval by City Councils, Boards of Supervisors, Fire District Boards
- » GOAL: Initial meeting in 2023



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**MEMORANDUM OF UNDERSTANDING FOR COORDINATION OF WILDFIRE
PREVENTION ACTIVITIES TO PROTECT THE EAST BAY HILLS IN ALAMEDA AND
CONTRA COSTA COUNTIES**

This Memorandum of Understanding ("MOU") is entered into as of 1/1/2024, (the "Effective Date") by and between the following agencies (referred to herein individually as a "Participating Agency" and collectively as the "Participating Agencies"):

Kensington Fire Protection District

Recitals

A. The East Bay Hills along the border of Alameda and Contra Costa Counties, and extending north to Hercules and south to Fremont, is a high wildfire risk zone. As wildfires do not respect political boundaries, fire prevention and vegetation management are regional efforts that require coordination among the many jurisdictions, fire districts, and other regional agencies in the East Bay wildfire zone.

B. While there are strong regional coordinating efforts that have been long established, the pace of climate change and its impacts to wildfire in the region call for more coordination at the governing body level. With support from community organizations concerned with wildfire prevention, a group of public officials representing the counties, municipalities and fire districts in the East Bay Hills has come together to form a structure for elected officials to meet their common goals regarding regional wildfire prevention, including providing governance and policy support towards regional efforts to lobby for legislation and funding, improve grant funding and wildfire hazard reduction, resulting in the development, execution and implementation of this MOU. This group desires for the Counties of Alameda and Contra Costa, together with all municipalities and fire districts in the East Bay Hills that include areas in high wildfire risk zones, as determined by the California Department of Forestry and Fire Protection (CAL FIRE), to sign this MOU.

C. Each of the Participating Agencies performs wildfire prevention activities, including but not limited to adopting and implementing fire codes; enforcing weed/overgrown vegetation hazard abatement standards; planning, coordinating and applying for local and regional grants, implementing wildfire hazard identification and mitigation programs; and engaging in separate and joint wildfire emergency response planning.

D. Staff members of certain Participating Agencies currently work together on common endeavors, particularly within Contra Costa County and within Alameda County. These efforts are expected to continue. The Participating Agencies desire to better coordinate these activities at both the governing body and staff levels to improve their efficacy and efficiency, with the shared goal of increasing each Participating Agency's respective level of service to the residents and property owners in the region.

E. In furtherance of this goal, the Participating Agencies desire to create and benefit from opportunities for cross-agency governing body communication and cooperation related to wildfire prevention in the East Bay Hills, without altering any of the Participating Agencies' jurisdictional boundaries, existing cooperative efforts at the staff or Board/Council levels, or create new legal authorities.

F. The Counties of Alameda and Contra Costa are subdivisions of the State of California with responsibility for adopting and enforcing Fire Codes within all unincorporated areas of the County,

though separate fire protection districts and municipalities provide fire prevention and suppression services throughout the entire County.

G. The municipalities of [list of municipalities] are municipal corporations located in Alameda and Contra Costa Counties with responsibility for providing fire prevention and fire and emergency response services within their respective jurisdictions, whether directly or by contract with a local fire protection district.

H. The municipalities of [list of municipalities] are municipal corporations located in Alameda and Contra Costa Counties in which fire prevention and fire and emergency response services are provided by local fire protection districts.

I. Each of the counties listed in Recital F, above, is responsible for ratifying a Fire Code, and enforcing portions thereof, within the unincorporated portions of its respective jurisdiction.

J. Each of the municipalities listed in Recitals G and H, above, is responsible for ratifying a Fire Code, and enforcing portions thereof, within its respective jurisdiction.

K. The [list of fire protection districts] Districts are organized under the Fire Protection District Law of 1987 (Health & Safety Code § 13800 et seq.) to provide fire prevention and suppression services within their jurisdictions within portions of Alameda and Contra Costa Counties.

NOW THEREFORE, the Participating Agencies agree as follows:

1. Shared Intent. The Participating Agencies desire to collaborate on strategies and activities to minimize wildfire hazards in the East Bay Hills by:

A. Providing regional coordination among elected officials and policy support to fire chiefs and their staff in developing model fire codes.

B. Providing regional coordination among elected officials and policy support to fire chiefs and their staff in developing and implementing joint plans to reduce flammable wildland vegetation and replace it with wildfire resistant vegetation where appropriate.

C. Working with regional partners including the Hills Emergency Forum and local fire chiefs to identify and apply for state, federal or other funds to assist with wildfire risk mitigation activities including (but not limited to) risk identification, planning, and vegetation removal from public and private lands, protecting sensitive wildlife habitats and native plant landscapes, and supporting private property owners to implement home hardening activities.

D. Supporting the planning and coordination efforts of fire chiefs and their staff to plan wildfire evacuations and response, especially where these efforts cross jurisdictional boundaries between one or more of the Participating Agencies.

E. Working cooperatively to influence legislation at the State level to support resources and policies to mitigate wildfire risk and to make wildfire safety a priority.

2. Term of Agreement. The term of this MOU will commence on 1/20 and continue unless terminated pursuant to Section 7, below.

3. Co-operative Structure: East Bay Hills Regional Wildfire Prevention

Coordinating Group. The Participating Agencies agree to form an East Bay Hills Regional Wildfire Prevention Coordinating Group (WPCG) as described below. The WPCG's responsibilities will be executed in a manner consistent with the Participating Agencies' individual fire prevention responsibilities.

A. WPCG Members.

Each Participating Agency will appoint one member and one alternate from its governing body to serve on the WPCG. More specifically, all WPCG members and alternates shall be elected or appointed members of Boards of Supervisors, City or Town Councils, Boards of Directors, or a functional equivalent. Upon authorizing execution of this MOU, each Participating Agency will endeavor to identify its member and alternate within two months. A quorum of the WPCG will consist of representatives of 50% plus one of the Participating Agencies

B. Principles. The WPCG will adhere to the following principles:

i. Each member of the WPCG commits to actively advance the Shared Intent described in Section 1 of this MOU.

ii. The WPCG will provide a means of coordination, information sharing and peer review concerning means of accomplishing the Shared Intent described in Section 1 of this MOU.

iii. Signing this MOU and appointing a member to the WPCG does not obligate any Participating Agency to include other Participating Agencies in their individual wildfire prevention and risk mitigation activities.

C. Duties. The WPCG will undertake the following duties:

i. Hold open and public meetings in accordance with a regular meeting schedule established by the WPCG, not less than quarterly.

ii. Establish goals, procedures and programs, as necessary, for accomplishing the Shared Intent outlined in Section 1 of this MOU.

iii. Designate a Fiscal Agent, as further described in Section 3.F, and provide policy oversight, advice and direction to the Fiscal Agent.

iv. Develop and implement a plan for staff support of WPCG activities and objectives, whether provided by members from one or more Participating Agency, or one or more other consulting entities hired the WPCG (such as private companies, other public entities, community-based organizations, or other non-profit organizations).

v. Propose a dues structure to fund WPCG activities, and implement if so agreed by 100% of WPCG members.

vi. Apply for grants or other funds that may become available for joint use by the Participating Agencies, if so agreed by the WPCG members.

vii. In the event that either (i) a dues structure is instituted, or (ii) grants or other funds are received: Adopt, monitor and revise a budget for expenditure or distribution of such funds on an annual basis (or other timeframe established by the WPCG,

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taking into account the life cycle of various grants and Participating Agency contributions). The budget will generally outline the staffing assignments and resources needed to accomplish the funded projects.

D. Chair. At the first meeting of each calendar year, the WPCG will elect a Chair for purposes of facilitating meetings of the WPCG and overseeing development of the agenda, with whatever assistance the Chair requires.

The Chair also may create a stakeholder advisory group consisting of individuals such as representatives of other public agencies, Firesafe Councils, neighborhood or other community based organizations, and other organizations owning land and/or serving communities of residences and businesses in the East Bay Hills wildfire zone.

E. Decision Making. Except where otherwise noted in this MOU, the WPCG shall make decisions only with an affirmative vote of a majority of the WPCG members (or their alternates, in the members' absence). Additional decision-making procedures may be established by the WPCG as needed.

F. Designation of a Fiscal Agent. The WPCG will designate one of the Participating Agencies to serve as the WPCG's "Fiscal Agent," in which role that entity will (i) serve as the WPCG treasurer and (ii) enter into contracts on behalf of the WPCG. The WPCG will review the designation of the Fiscal Agent not more often than once every three years and with at least six months of time for the then-current and newly-selected agencies to prepare for the transition. The selection is subject to approval by the governing body of the newly-selected entity. In the event of a new designation and approval of the governing body of the newly selected Fiscal Agent, the then-current and newly-selected Fiscal Agents will seek approval from their governing bodies to (i) transfer funds or access to WPCG accounts to the new Fiscal Agent, (ii) assign all outstanding WPCG-required contracts to the new Fiscal Agent, and (iii) take such other actions as may be necessary or convenient to effect the transition of the Fiscal Agent role. The WPCG will establish a process for reimbursing the Fiscal Agent for its actual costs and expenses accrued in performing its duties under this MOU, including for staff time based on then-current hourly rates of compensation.

4. Addition of Participating Agencies. Additional municipalities, special districts, and other public agencies may become Participating Agencies after obtaining approval of (a) their governing bodies, and (b) the WPCG. Any additional Participating Agency must evidence its agreement to the terms of this MOU, or a subsequent restatement of this MOU, by executing a signature page in the same form used by the original Participating Agencies and accepting the then-current terms of this MOU. Counter-signature by only the Fiscal Agent is required for the additional Participating Agency to be bound by the terms of this MOU with all other signatories to this MOU.

5. Employment of Personnel. The employees of each Participating Agency coordinating services pursuant to this MOU are not, and shall not be deemed, employees of any of the other Participating Agencies for any purpose. Each Participating Agency shall be solely responsible for all salary, benefits, workers' compensation, and insurance for its personnel providing services pursuant to this MOU, and said personnel shall be considered solely employees of the Participating Agencies for all supervisory, disciplinary and other employment

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related purposes.

6. Litigation Support. The Participating Agencies will make their employees available to testify in any litigation brought regarding work performed under this MOU. Should a Participating Agency request that another Participating Agency's employees testify in litigation following the termination of this MOU, the requesting Participating Agency shall compensate the Participating Agency that is fulfilling the request for employees' costs and expenses in preparing for, traveling to, and testifying in such matters at the employee's then current hourly rate of compensation, unless such litigation is brought by the requesting Participating Agency or is based solely on allegations of the Participating Agency's negligent performance or wrongdoing.

7. Termination or Withdrawal. At any time and without cause, a Participating Agency may terminate its participation in this MOU by giving sixty (60) days' prior written notice to the other Participating Agencies.

8. Indemnification. Each of the other Participating Agencies will jointly indemnify, and hold harmless the Fiscal Agent and its directors/councilmembers/supervisors, officers, employees and agents (collectively, "Indemnitees") against all liability, claims, suits, actions, costs or expenses arising from loss of or damage to property, and injuries to or death of any person (including but not limited to the property or employees of each Participating Agency) when arising out of performance of this MOU.

The indemnifying Participating Agencies' obligation to defend includes the payment of all reasonable attorneys' fees and all other costs and expenses of suit, and if any judgment is rendered, or settlement entered, against any Indemnitee, the indemnifying Participating Agencies must, at their expense, satisfy and discharge the same.

This Section 8, Indemnification, will survive termination or expiration of this

MOU. **9. General Provisions.**

A. Not a Joint Venture or Joint Powers Authority. The Participating Agencies intend by this MOU to establish only a coordinating arrangement with regard to their respective individual and joint fire prevention activities, and do not intend to create a joint powers agency, partnership, joint venture, or joint enterprise at this time.

B. No Third-Party Beneficiary. This MOU is only for the benefit of the Participating Agencies as corporate entities and shall not be construed as or deemed to operate as an agreement for the benefit of any third party or parties. This MOU does not entitle any third party or parties to any right, benefit, position, or right of action of any kind for any reason whatsoever.

C. Notices. All written notices required or permitted to be given under this MOU will be deemed made when received by the other party or parties at its/their respective address(es) as indicated on its/their Signature Page(s), attached at the end of this MOU.

D. Waiver. No failure on the part of any Participating Agency party to exercise any right or remedy hereunder shall operate as a waiver of any other right or remedy that any Participating Agency may have hereunder, nor does waiver of a breach or default under this MOU constitute a continuing waiver of a subsequent breach of the same or any other provision of this Agreement.

E. Counterparts. This MOU may be executed in one or more counterparts, each of which shall be considered an original and all of which constitute a single instrument.

F. Severability. If any provision of this MOU or the application thereof to any person, entity or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this MOU, or the application of such provision to persons, entities or circumstances, other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each other provision of this MOU shall be valid and enforceable to the fullest extent permitted by law.

G. Amendment. No modification, waiver, mutual termination, or amendment of this MOU is effective unless made in writing and signed by all of the Participating Agencies.

H. Disputes. In any dispute over any aspect of this MOU, the prevailing party shall be entitled to reasonable attorney's fees and costs.

I. Governing Law. This MOU, regardless of where executed, shall be governed by and construed to the laws of the State of California. Venue for any action regarding this Agreement shall be in the Superior Court of Alameda or Contra Costa County.

J. Existing Agreements. This MOU supplements, and does not replace, any prior or future agreements between any two or more Participating Agencies, including for contracted, shared or cooperative fire prevention and/or emergency medical services .

IN WITNESS WHEREOF, the parties have caused this MOU to be executed effective as of the day and year first above written.

[[SIGNATURE PAGES FOR EACH SIGNATORY AGENCY]]

President, Kensington Fire Protection District Date

Approved as to form Date
KFPD Counsel



KENSINGTON FIRE PROTECTION DISTRICT

DATE: May 15, 2024
TO: Kensington Fire Protection District Board
RE: Emergency Preparedness Coordinator Report
SUBMITTED BY: Johnny Valenzuela, Emergency Preparedness Coordinator

The following progress items will be reviewed in the KFPD Board of Directors meeting:

1. Community Event/Engagement

- 4/27/2024 Paper Shredding Event

2. District Communications/ Publications

- 4/20/2024 Nextdoor Shredding Event Announcement/LHMP
- 4/20/2024 Nextdoor Contra Costa County LHMP
- 5/3/2024 Nextdoor Maybeck Firewise
- 5/4/2024 Nextdoor Community Wildfire Preparedness Day
- June 2024 Kensington Outlook Article

3. Initiatives/ Deliverables

- Add resident emails to the Red Flag Warning Email List
- Revise Red Flag Page with suggestions from resident input
- Reconcile vendor payment to Mailstream For Fire Plug Mailer
- Reconcile vendor payment to Copy Central El Cerrito For LHMP Pamphlets
- Source Screening Vendor for Future Home Hardening Material Initiative
- Revise Campaign Brochures per Board recommendation
- Upload campaign digital brochures to KFPD website zone page
- Finalize Signage Design for GM Approval with proposed placement plan
- Submit signage order for campaign
- Revise LHMP Template Brochure and coordinate printing with Copy Central
- Ongoing Replanting Grant support
- Upload Fireplug to KFPD Website
- Composed Community Wildfire Preparedness Day Campaign-upload to KFPD site
- Notify local agencies of Maybeck Firewise recognition
- Attach LHMP Public Awareness Campaign with Paper Shredding event on behalf of El Cerrito Kensington Fire Department
- Compose summary of Replanting Grant Program and recommendations for program
- Provide evidence of LHMP outreach campaign requirement to El Cerrito Kensington Fire Department
- Assist Maybeck Firewise with technical problems on the NFPA Firewise USA web portal to submit final application for approval.
- Tilden Firewise outreach and confirmation of boundary lines – provide map for application.

April 19, 2023

Emergency Preparedness Coordinator's Report

- Facilitate introductions between CERT Program Manager, Battalion Chief, and CERT volunteer (recent CERT course graduate)
- Wildcat Firewise area support
- Columbia Firewise Inquiry
- Coordination with Berkeley regarding Firewise development
- Coordinate with Sunset View Cemetery to obtain permission for signage placement on Sunset/Franciscan
- Direct vegetation management inquiries to Fire Prevention Office

4. **Meetings**

- 4/17/2024 KFPD Monthly Board Meeting
- 4/18/2024 Tilden Firewise
- 4/25/2024 Emergency Preparedness Meeting
- 4/25/2024 CERT ECK / ECKFD
- 4/25/2024 Kensington-Berkeley Firewise Update
- 5/6/2024 Mailstream re: mailers/design
- 5/6/2024 KFPD Special Meeting



KENSINGTON FIRE PROTECTION DISTRICT

DATE: May 15, 2024
TO: Board of Directors
RE: Exterior Color Of Public Safety Building
SUBMITTED BY: Jim Watt, Director

The PSB has been painted in a very dark brown which does not fit in with the lighter color homes nearby. The color is also opposed by the adjacent neighbors who will express their comments at the forthcoming meeting. The dark color will also add substantially more air-conditioning costs to the building.

It is recommended that the building be repainted with lighter colors similar to those used at the El Cerrito fire station at the top of the Arlington. The painting contractor is still working up the costs, but estimates it will require 3 coats and about one week of work. The estimated cost will be about \$15,000.











KENSINGTON FIRE PROTECTION DISTRICT

DATE: May 15, 2024
TO: Board of Directors
RE: General Manager's Report
SUBMITTED BY: Tim Barry, Interim General Manager

Highlights of the regular business activities, other special projects, and updates for the District which are not covered in other agenda items are noted below for April/May.

Fiscal Analysis Project with Ridgeline

Work continues on this project, with the district providing information to Ridgeline. Ridgeline's contract with KPPCSD for the project is posted both to their website and ours as is our Letter of Agreement for cost share of the study. Former GM Mary Morris-Mayorga continues on a contract basis with our district through June 2024 to assist with this project and to assist with items relative to the close out of the Public Safety Building Renovation project.

At the end of the May 6th Special Board Meeting, there was some discussion concerning the board meeting jointly with the KPPCSD board for envisioning a consolidated district model, which was an element requested by Ridgeline in their proposal for the fiscal study. **If the board wishes to do so, staff could reach out to KPPCSD and coordinate a date and time for such a meeting. This would be an action item to give direction to staff on this if the board wishes to do so.**

Strategic Planning

The board held strategic planning sessions on April 24th and May 6th, reviewing proposed goals and considering hiring a facilitator for the balance of the process. Following a discussion, the board decided to ask Directors Artis and Watt to take the proposed goals submitted by directors, along with existing district goals that they desired to carry forward, and reorganize a set of goals for the board to consider at the June 19th board meeting.

Public Safety Project

As this project is winding down, my work on it is winding up, with increased volume of meetings, calls and arrangements to be sure we are on track for success.

Coordination with East Bay Regional Park District

My initial conversations and calls to EBRPD staff have resulted in Asst. Fire Chief Khari Helae coming to the May 15th board meeting and making a presentation and answering questions from the board. It would be our goal to develop a format for a partnership with EBRPD which gets us closer to achieving our goals of reducing fuels in Tilden Park and other fire prevention measures.

Resignation of Interim General Manager

On 5/8/24 I let the board know that I'm resigning from my position with 30 days notice and Friday June 7th will be my last day in this position. I have very much enjoyed working with the board, staff, consultants and community but find I need to make a change at this time. **The board may wish to discuss and/or take action to decide their next steps at this time in filling this position going forward or any other staffing options the board may have to meet the mission and goals of the district.**

Public Safety Building

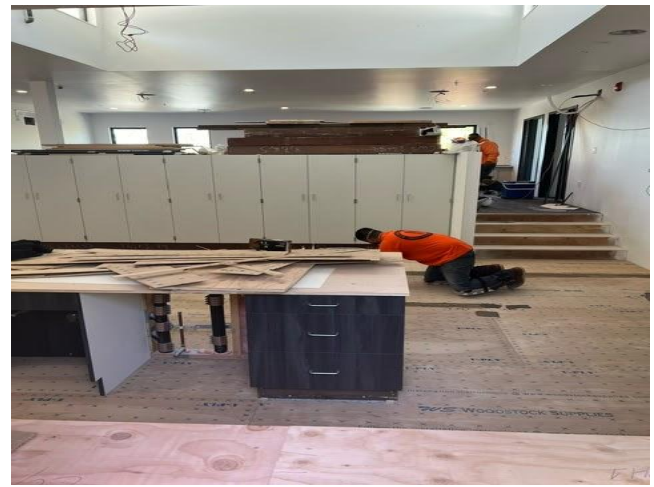
Construction Progress Photos

May 2024













KENSINGTON FIRE PROTECTION DISTRICT

DATE: May 15, 2024
TO: Board of Directors
RE: Public Safety Building Project Update
SUBMITTED BY: Tim Barry, Interim General Manager

Recommended Action

For information only, no action is requested at this time.

Background

Ongoing

The project team (contractor, architect/design, and construction manager) continues to work daily on construction and project administration (e.g. review/respond to RFIs, review/respond to submittals and change orders; site visits/meetings; and review construction schedule). Since the last board meeting I've visited the site five times to meet with the construction team and to work out a problem that arose when dorm lockers, on site and ready to install, were deemed inadequate dimensions for the job by the fire staff (not the same staff who gave input two years ago in the design process). The fire staff moved these lockers (cabinets) to a rented storage unit to be redeployed in other areas at a later date at the fire station after construction is complete. Planning will begin on design of new dorm lockers.

Schedule and Current Work

The current schedule shows substantial completion to be May 31, 2024 with the contract allowing 30 days max for completion of punch list items. Depending upon punch list items, move in may occur during this time including furniture installations. We have a list of furniture needs in conjunction with items in storage to be ready for that step I attended the several project team site meetings, toured the building and noted progress, reviewed current issues and change order requests, and viewed the look ahead of work to be expected in the coming weeks. On May 9 I met with a neighbor of the project site and discussed the exterior paint color that they felt was too dark. We also discussed replacing some bushes at the property line that had to come out to pour a new landing for the side door of the apparatus bay. Work in recent weeks includes excavation of driveway for sand filter installation and installation of new pipe for sewer connection, installation of apparatus bay doors, casework cabinet installations in various locations, tape texture and painting, preparation for utilities connections, and completion of tiling bathroom areas. After a delay, the elevator is scheduled for installation and testing in the next week or two. Flooring, system installations, finish work and site clean up will take place in the next month. Progress photos are included.

Fiscal Impact

An update on the project budget versus expended is included below, including change orders.

	Project Budget (9/20/2023)	Change Orders	Expended 4/30/2024	Remaining Budget
<u>Public Safety Building:</u>				
Construction	\$ 5,882,253	\$ 308,710	\$ 4,874,064	\$ 1,316,899
PSB Renovation Design/Engineering	774,740		395,377	379,363
Permits/Inspection/Testing	141,017		121,982	19,036
Construction/Project Management	394,987		380,392	14,595
Furniture, Fixtures, and Equipment	200,000		65,629	134,371
Legal Counsel	130,000		48,732	81,268
<u>Temporary Fire Station:</u>				
Construction Cost	595,453	2,836	598,289	(0)
Design/Engineering/Project Management	107,573		80,116	27,457
Relocation	221,566		192,625	28,940
Sub- Total:	\$ 8,447,589	\$ 311,546	\$ 6,757,206	\$ 2,001,928
Project Contingency Allowance	550,000	(308,710)	-	241,290
Total Project Budget	<u>\$ 8,997,589</u>	<u>\$ 2,836</u>	<u>\$ 6,757,206</u>	<u>\$ 2,243,218</u>

Attachment: Kensington Public Safety Building Construction Progress Report



KENSINGTON FIRE PROTECTION DISTRICT

DATE: May 15, 2024

TO: Board of Directors

RE: April 25, 2024 EPC Meeting Summary

SUBMITTED BY: Tim Barry, Interim General Manager

The Emergency Preparedness Committee hybrid meeting convened on April 25, 2024 at Room 3 of the Kensington Community Center at 4 p.m., rather than the usual start time of 3 p.m. The Board will be asked to approve this new regular start time at the board's May 15th meeting.

The Committee discussed the draft Work Plan with board feedback from their April 17th board meeting, and put the item over to the next Committee meeting after further feedback from the board is attained.

The Committee heard a report from IGM Barry about his recent contacts with EBRPD to discuss further actions possible to better safeguard the Kensington community from possible wildfire from Tilden Park. He said the board would like a presentation from EBRPD on their efforts and possible partnership opportunities going forward. The committee discussed several other people at various neighboring agencies who may have insight into what may be best practices for Kensington's specific case. We also reviewed questions that the subcommittee looking into things to discuss with EBRPD had come up with. Barry will work on this.

The committee also discussed revising the replanting grant program to also pay for removal of hazardous vegetation as opposed only to new plantings after the hazardous vegetation was abated.

Further discussions took place on the following topics: Recent simulations of how Kensington's buildings would fare in an earthquake, grant opportunities and learn from other district partnerships with EBRPD, consulting with our fire chief on ideas to discuss with EBRPD for fire prevention and fuels reduction, Firewise programs, CERT programs, and practical vehicles to raising funds for fire prevention.