



## KENSINGTON FIRE PROTECTION DISTRICT

**DATE:** February 19, 2025  
**TO:** Board of Directors  
**RE:** Authorize the General Manager to proceed with required notifications pursuant to the reorganization  
**SUBMITTED BY:** Mary A. Morris-Mayorga, General Manager

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### Recommended Action

Staff recommends the Board authorize the General Manager to proceed with notifying relevant parties of the pending reorganization with KPPCSD.

### Background

As the Board is preparing to adopt a resolution to reorganize with the Kensington Police Protection and Community Services District, the notification of relevant parties must be done at least 21 days prior to adopting the Resolutions of Application. Per Government Code Sections 56157 and 56658:

**56157.** When mailed notice is required to be given to:

- (a) A county, city, or district, it shall be addressed to the clerk of the county, city, or district.
- (b) A commission, it shall be addressed to the executive officer.

**56658.** (a) Any petitioner or legislative body desiring to initiate proceedings shall submit an application to the executive officer of the principal county.

(b) (1) Immediately after receiving an application and before issuing a certificate of filing, the executive officer shall give mailed notice that the application has been received to each affected local agency, the county committee on school district organization, and each school superintendent whose school district overlies the affected territory. The notice shall generally describe the application and the affected territory. The executive officer shall not be required to give notice pursuant to this subdivision if a local agency has already given notice pursuant to subdivision (c) of Section 56654.

The parties identified include, but may not be limited to:

1. KPPCSD Clerk, Lynelle Lewis
2. El Cerrito City Clerk, Holly Charléty
3. Contra Costa LAFCO Executive Officer, Lou Ann Texeira
4. County Committee on School District Organization ("The staff contact person for County Committee matters is Deputy Superintendent Daniela Parasidis")
5. Superintendent of Schools in the District (WCCUSD: Kim Moses, CCCBOE: Lynn Mackey)

Upon Board approval, the General Manager will proceed with notifying the parties referenced above and any others as determined applicable.

### Fiscal Impact

There will be minor costs for staff time associated with these notifications which is included in the budget.