



KENSINGTON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING MINUTES

DATE/TIME: May 15, 2024, 7:00PM

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

PRESENT: Directors: President Daniel Levine, Vice President Danielle Madugo,
Director Rick Artis, Director Julie Stein, Director Jim Watt
Staff: Interim GM Tim Barry, Executive Assistant/Board Clerk
Candace Eros Diaz, Fire Chief Eric Saylor

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 (00:00:52)

Mary Korn, an attendee on zoom, commented on the subject of the Contra Costa Local Hazard Mitigation Plan, Assembly Bill 3074. There was no additional public comment.

3. ADOPTION OF CONSENT ITEMS (00:06:26)

Interim GM Tim Barry removed agenda item 03b as it was approved at the April 17, 2024 meeting.

- 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
- c. **Approval of Monthly Transmittal** 04/15/2024
- d. **Approval of Monthly Financial Reports** 04/30/2024

Moved/Seconded: Vice President Madugo/Director Stein
Action: Approved Consent Items 3a and 3c-d **Ayes:** President Levine, Vice President Madugo, Director Stein, Director Watt **Noes:** None **Abstain:** Director Artis **Absent:** None
Video Time Stamped: 00:07:42

4. PRESENTATION BY EAST BAY REGIONAL PARK DISTRICT (00:07:50)

Chief Aileen Theile, Assistant Chief Khari Halae, and Captain Patrick McIntyre, from the East Bay Regional Park District, presented the report as included in the packet. The board discussed the item.

Tom Cunniff commented on addressing areas of concern before September. Ciara Wood commented on her concerns of storm damage's effect on the landscape. Anthony Knight suggested moving towards a solution either by having more frequent meetings or joint committees. There was no additional public comment.

5. FIRE CHIEF'S REPORT (01:32:44)

Fire Chief Eric Saylor presented the report as included in the packet. He provided administrative practices, operations, public outreach, and training updates. The board discussed the item.

Anthony Knight commented on the subject of the ability to pass ordinances limiting vegetation within 100 ft of our border. Tom Cunniff commented on the subject of ordinances to limit vegetation on residential properties that are already enforceable now. There was no additional public comment.

6. CONTRA COSTA COUNTY LOCAL HAZARD MITIGATION PLAN (LHMP) (01:41:22)

Captain David Ciappara presented the report as included in the packet. The board discussed the item.

There was no public comment.

7. EAST BAY HILLS WILDFIRE PREVENTION MOU AND COORDINATING GROUP (02:00:45)

Fire Chief Eric Saylor presented the report and resolution as included in the packet. The board discussed the item and determined to take no action at this time.

There was no public comment.

8. EMERGENCY PREP COORDINATOR'S REPORT (02:22:26)

EP Coordinator Johnny Valenzuela presented the report including presentation. He highlighted community engagement events, district communications/publications, initiatives/deliverables, and past meetings.

There was no board discussion or public comment.

9. OLD BUSINESS

There was no old business.

10. NEW BUSINESS

a. PROPOSAL TO CHANGE START TIME OF REGULAR EMERGENCY PREPAREDNESS COMMITTEE (EPC) MEETINGS TO 4:00 P.M. (02:28:33)

President Levine introduced, and the board discussed the item.

There was no public comment.

Moved/Seconded: Director Stein/*Note: No second was received (this item will be ratified at a future agenda)*

Action: Approved changing the start time of regular Emergency Preparedness Committee meetings from 3:00 p.m. to 4:00 p.m. **Ayes:** Director Artis, President Levine, Vice President Madugo, Director Stein, Director Watt **Noes:** None **Abstain:** None **Absent:** None

Video Time Stamped: 02:29:30

b. EXTERIOR COLOR OF PUBLIC SAFETY BUILDING (02:29:40)

Director Watt presented the report as included in the packet. The board discussed the item and agreed to have Interim GM Barry engage the architect and a color consultant on the matter.

A member of the public commented on the subject of the exterior color of the public safety building.

President Levine appointed Directors Watt and Stein to an ad-hoc committee for this.

There was no additional public comment.

Moved/Seconded: President Levine/Director Artis
Action: Approved extending the meeting to 10:15 p.m. **Ayes:** Director Artis, President Levine, Vice President Madugo, Director Stein, Director Watt **Noes:** None **Abstain:** None
Absent: None **Video Time Stamped: 02:47:00**

11. GENERAL MANAGER'S REPORT (02:47:12)

Interim GM Barry presented the report as included in the packet. The board discussed the item.

There was no additional public comment.

Moved/Seconded: President Levine/Vice President Madugo
Action: Approved the Interim GM to schedule a special joint meeting with the KPPCSD on the topic of determining the details of a potential consolidated district in early June 2024. **Ayes:** Director Artis, President Levine, Vice President Madugo **Noes:** Director Watt **Abstain:** Director Stein **Absent:** None
Video Time Stamped: 02:52:15

Moved/Seconded: President Levine/Director Artis
Action: Approved extending the meeting to 10:30 p.m. **Ayes:** Director Artis, President Levine, Vice President Madugo, Director Stein, Director Watt **Noes:** None **Abstain:** None **Absent:** None
Video Time Stamped: 03:05:29

Moved/Seconded: President Levine/Director Artis
Action: Approved the Interim GM to expand the existing contract scope of Mary Morris-Mayorga to perform and be in charge of all tasks necessary for continuity of the District until a new Interim General Manager is appointed. **Ayes:** Director Artis, President Levine, Vice President Madugo, Director Stein, Director Watt **Noes:** None **Abstain:** None **Absent:** None
Video Time Stamped: 03:10:28

12. PUBLIC SAFETY BUILDING PROJECT UPDATE (03:19:18)

Interim GM Barry presented the report as included in the packet noting the furniture is in the process of being ordered as items in storage are not usable. The board discussed the item.

A member of the public commented on the subject of furnishing the public safety building and if there will be an announcement to the community on the matter.

There was no additional public comment.

13. COMMITTEE REPORTS

a. Emergency Preparedness Committee Meeting (03:23:42)

President Levine presented the report as included in the packet. The board discussed the item.

There was no public comment.

b. Finance Committee Meeting

There was no report.

14. OUTSIDE AGENCIES REPORTS

a. Contra Costa Special Districts Association

There was no report.

15. ADJOURNMENT: President Levine adjourned the meeting at 10:30 p.m.

MINUTES PREPARED BY: Candace Eros Diaz and Rina Ly

These minutes were approved at the Board Meeting of the Kensington Fire Protection District on June 19, 2024.

Attest:

Secretary of the Board



**KENSINGTON FIRE PROTECTION DISTRICT
SPECIAL JOINT MEETING MINUTES OF
THE BOARD OF DIRECTORS AND
THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT**

DATE/TIME: June 5, 2024, 6:30PM

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

PRESENT: KFPD Directors: President Daniel Levine, Vice President Danielle Madugo, Director Rick Artis, Director Julie Stein, Director Jim Watt

Staff: Interim GM Tim Barry, Consultant Mary Morris-Mayorga, Executive Assistant/Board Clerk Rina Ly

KPPCSD Directors: President David Spath, Vice President Alexandra Aquino-Fike, Director Cassandra Duggan, Director Sylvia Hacaj

Staff: Interim GM David Aranda, Clerk of the Board Lynelle M. Lewis

ABSENT: KPPCSD Directors: Director Sarah Gough

1. CALL TO ORDER/ROLL CALL

President Daniel Levine called the meeting to order at 6:37 p.m. and confirmed the roll call.

2. PUBLIC COMMENT (00:18:07)

There was no public comment.

3. DISCUSSION ONLY – Administrative Structure in a Hypothetical Combined District (00:19:26)

KFPD President Levine provided an overview of the meeting's purpose. Next, KFPD Consultant Mary Morris-Mayorga presented background on the development of the Draft KFPD & KPPCSD Administrative Structure in a Hypothetical Combined District. She reviewed the current and hypothetical organization charts and functions for both agencies. She noted that this information is needed for Ridgeline Municipal Strategies to consider in its fiscal analysis. KPPCSD Interim General Manager David Aranda pointed out that this information was put together based on their respective experiences.

Board members asked questions about the proposed staff, roles and reporting responsibilities, budget impacts, costs for CalPERS, technical support, and the need for redundancy and resilience.

Public comment was received from the following persons: 1) Rob Firmin, representing the Kensington Property Owners Association, presented a perspective on the staffing challenges for the combined districts; 2) Gail Feldman commented that she would like to see an “apples to apples” comparison on the benefits of the staffing proposal for a combined district and have the

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fiscal analysis look at salary and benefits; 3) Paul Dorroh asked about the talent pool for recruitment of a full-time General Manager and thanked the boards for this effort; 4) David Fike commented that staff is best able to be efficient when they have clear priorities that consolidation can bring about; 5) Dmitry Semenov, Ridgeline Municipal Strategies, thanked the boards and staff in putting the effort into what the combined district would look like in the future; and 6) Linda Lipscomb commented on the philosophy and benefits of a consolidated district to the Kensington community.

KFPD Director Artis commented that the fiscal analysis should leverage the community volunteer effort to provide resilience to the combined district. KFPD President Levine commented on his support of forwarding the proposed structure to Ridgeline Municipal Strategies. KPPCSD Director Duggan commented that she agrees with the new proposed structure. KFPD Director Stein pointed out that KPPCSD general managers are subject to CalPERS hours limitations while KFPD is not part of CalPERS; this should be considered as part of the Ridgeline costing analysis. KPPCSD Director Aquino-Fike thanked everyone for this conversation which brings optimism about creating a more resilient Kensington with a combined District. KPPCSD Spath thanked staff for putting this meeting together and for the boards coming together. He supported providing the proposed structure to Ridgeline for fiscal analysis.

4. ADJOURNMENT: President Levine adjourned the meeting at 8:29 p.m.

MINUTES PREPARED BY: Mary Morris-Mayorga and Lynelle Lewis (KPPCSD)

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

Attest:

Secretary of the Board