



KENSINGTON FIRE PROTECTION DISTRICT

DATE: May 11, 2022

TO: Board of Directors
Kensington Fire Protection District

RE: **Agenda Item 08**
General Manager's Report

SUBMITTED BY: Bill Hansell, General Manager

Highlights of the regular business and other special projects for the district by management are noted below:

- 1. Hybrid Board Meeting Options** – I spoke with Jim Hammack with Nerd Crossing about options for hybrid board meetings. In order to suggest alternatives, he requested room plans for the proposed location, so I contacted Rick Benson to coordinate with the KPPCSD strategy, assuming both agencies will use the same setup. Mr. Benson has asked their IT consultant for a proposal but has not received it yet. Mr. Hammack's suggestion is that the district(s) "...should probably invest in one of the conference room technology leaders: 1) Logitech, 2) Cisco WebEx or 3) Polycom. Each has some customizable solutions based on the size of the room and the needs. For example, here's Logitech's: <https://www.logitech.com/en-us/video-collaboration/logitech-zoom-room-solutions.html> . My guesstimate is you'll need to invest at least \$5K-\$10K based on the layout, who you want mic'ed, how many screens, etc." When I have a proposed system and location that can allow for functional hybrid meetings, I will present it to the board for consideration. In the meantime, the option to continue meeting by Zoom remains, or the board could choose to return to traditional in-person meetings with or without live video streaming (but without the hybrid ability for remote attendance and interaction.)
- 2. Coordination Meetings with Interim Fire Chief Castrejon** – Since Fire Chief Pigoni's retirement, I have been working with our Interim Chief on communication protocols, planning for the Public Safety Building renovation and temporary facility projects, and budget development. I appreciate Chief Castrejon's quick response to these coordination issues, given the large amount of new information and tasks he is faced with. We are fortunate to benefit from Chief Castrejon's experience until the new Fire Chief is in place. El Cerrito City Manager Pinkos informed me that they are in negotiations with a preferred candidate and hopes to have an announcement soon.
- 3. East Bay Wildfire Prevention and Vegetation Management JPA** – On May 10th, 2022 the Hills Emergency Forum met to discuss the proposal by the JPA exploratory group to expand HEF with potential governance changes. The majority of the member agencies were not in favor of the proposal and HEF will respond with a letter explaining their concerns.

4. **Adoption of Fee Schedule Ordinance** – The Fee Schedule Ordinance adoption has been postponed until the July meeting. While it will be helpful to establish fees for service, our annual volume of permit reviews does not require urgent attention, and the measure can be implemented at any time with proper notice and action.
5. **California Uniform Public Construction Cost Accounting (CUPCCA) Act** – Adoption has been postponed until the July meeting. As explained in my prior report, this is also an option that the district should implement, but it can wait until more pressing matters are attended to.
6. **November 8, 2022 General Election** – Attached is a schedule of key dates for the Fall election. The County will be sending out more info by the end of May.
7. **Education Requirements** – Per the April report, there are still outstanding requirements and I am assisting the directors who need updates.

KEY DATES
November 8, 2022 General Election

	APPLIES TO	DATES
Filing Period	All Cities, School and Special Districts	Jul. 18 – Aug. 12 E-113 – 88
Last day to place a measure on the ballot	Local Measures	Aug. 12 E-88
Public Review of “Ballot Designations” and “Candidate Statements”	All candidates	Aug. 15 – 22 E-85 – 78
Last day to withdraw “Candidate Statement”	All candidates	Aug. 15 E-85
Last day to file a petition forcing a contest on the General Election ballot	Applies only to contests with insufficient candidates to appear on the ballot	Aug. 17 E-83
Randomized alphabet drawing for ballot placement and Measure Letter Assignment	All candidates and Local Measures	Aug. 18 E-82
Deadline for Primary Arguments For/Against	Local Measures	Aug. 24 E-76
Deadline for Rebuttal Arguments	Local Measures	Aug. 29 E-71
Last Date to File Writ of Mandate	Local Measures	Sept. 7 E-62
Estimated Voter Information Guide mailing	Local Measures	Sept. 29 E-40
Deadline to file a “Write-In Candidacy”	Write-In candidates	Oct. 25 E-14

Extended Filing Period

Extended Filing Period	Offices for which no incumbent files nomination papers by Aug. 12. Only non-incumbents may file.	Aug. 15 – 17 E-85 – 83
Public Review	Candidates who filed during the extended filing period	Aug. 18 – 27 E-82 – 73
Withdraw “Candidate Statement”	Candidates who filed during the extended filing period	Aug. 18 E-82

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