



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

Wednesday, October 18th, 2023 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 by emailing the Board President and Board Clerk prior to the meeting by emailing: public.comment@kensingtonfire.org. 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. 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 and/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/87864394594?pwd=bEVxdDVuSktaRUtwak40R3MxY0t5QT09>

Telephone Access:

(720) 707-2699 or (346) 248-7799 or (253) 215-8782

Webinar ID: 878 6439 4594

Passcode: 112233

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 Stein, Vice President Levine, Director Dommer, Director Nagel, Director Watt

2. (7:01pm) PUBLIC COMMENT

Under "Public Comment," the public may address the Board on any subject not listed on the agenda. 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.

RESUME ADJOURNED MEETING FROM SEPTEMBER 20, 2023

3. (7:10pm) RESERVES POLICY POTENTIAL REVISIONS (Supporting Material)

Action = Review, discuss, and direct staff

Draft updates to the existing Reserves Policy including samples from other agencies are provided for discussion and feedback to bring back to a future meeting

CONTINUE WITH OCTOBER REGULAR MEETING ITEMS

4. (7:20pm) 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. (Supporting material)

a. Approval of Minutes of the Board of Directors regular meetings: 07/13/2022, 09/14/2022, and 9/20/2023; and special meetings: 09/21/2022 (Approve)

b. Acceptance of Incident Activity Report September 2023 (Accept)

c. Approval of Monthly Transmittal 10/18/2023 (Approve)

d. Approval of Monthly Financial Reports 09/30/2023 (Approve)

5. (7:25pm) FIRE CHIEF'S REPORT (Supporting Material)

Action = Presentation/Discussion

6. (7:35pm) EMERGENCY PREPAREDNESS COORDINATOR'S REPORT (Supporting Material)

Action = Presentation/Discussion

7. (7:45pm) OLD BUSINESS

8. (7:45pm) NEW BUSINESS

a. (7:45pm) Update on Local Hazard Mitigation Plan (LHMP) and Community Input – Morris-Mayorga (Supporting Material)

Action = Discuss and consider directing staff to hold a Town Hall meeting to collect community input as required by Contra Costa County

The County has contracted with a consultant and is expediting development of the LHMP which requires community input on hazards potentially by the end of October. The Town Hall meeting would strictly be for collecting input so would not be a Board meeting.

- b. **(7:55pm) New Purchasing Policy for First Reading** (Supporting Material)
Action = Presentation, discuss, direct staff, and/or approve to hold first reading
- c. **(8:05pm) Pause KFPD activities related to issuing an RFP for the fiscal analysis of reorganization to allow the KFPD board to discuss relevant topics that have not previously been addressed.** - Stein (Supporting material from Directors Watt and Stein)
Proposed Action = Discuss and consider approving a pause to allow for further discussion.
- d. **(8:15pm) Updated RFP for Fiscal Analysis Evaluating Reorganization** – Morris-Mayorga (Supporting Material)
Action = Review, discuss, action to approve issuance and/or direct staff
The joint RFP with KPPCSD has been revised to incorporate feedback from President Stein and Director Watt along with committee revisions for discussion with potential approval to issue the RFP and/or other action as determined by the Board.
- e. **(8:30pm) Replanting Grant Program** – Morris-Mayorga (Supporting Material)
Action = Review, discuss, direct staff, and/or approve
Staff will present the updated Replanting Grant Program for review, discussion and approval.
- f. **(8:40pm) 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** - Watt (Supporting Material)
Action = consider approving staff to request a bid from Marjang
- g. **(8:50pm) Public Safety Building Project Update** – Morris-Mayorga (Supporting Material)
- h. **(9:00pm) Volunteer Resident Appointment to the Emergency Preparedness Committee** (Supporting Material)
Action = Review, discuss, direct staff, and/or approve

THE FOLLOWING INCLUDE CURRENT AND PRIOR MONTH REPORTS FROM ADJOURNED MEETING

- 9. **(9:05pm) GENERAL MANAGER’S REPORT** (Supporting Material)
Action = Presentation/Discussion
- 10. **(9:15pm) COMMITTEE REPORTS**
Informational reports from Board members or staff covering the following assignments:
 - a. **Emergency Preparedness Committee Meeting** – Nagel/Dommer (Supporting Material)
 - b. **Finance Committee Meeting** – Stein/Watt (No Report)
 - c. **Reorganization Analysis Temporary Committee** – Levine/Nagel (No Report)
 - d. **Information Technology Temporary Committee** – Levine/Nagel (No Report)
- 11. **(9:25pm) OUTSIDE AGENCIES REPORTS**
 - a. **Contra Costa Special Districts Association** – Nagel (No Report)

12. (9:25pm) ADJOURNMENT

The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, November 15, 2023 at 7:00pm at the Kensington Community Center. The deadline for agenda items to be included in the Board packet is Wednesday, November 8, 2023, by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, November 1, 2023, by 1:00pm.