



## KENSINGTON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING MINUTES

**DATE/TIME:** March 9<sup>th</sup>, 2022, 7:00PM

**LOCATION:** Via Zoom

**PRESENT:** Directors: President Larry Nagel, Vice-President Kevin Padian, Secretary Janice Kosel, Director Don Dommer, Director Julie Stein  
Staff: GM Bill Hansell, Chief Michael Pigoni, EPC Johnny Valenzuela

### 1. CALL TO ORDER/ROLL CALL:

President Nagel called the meeting to order at 7:02 p.m. and confirmed the roll call.

### 2. PUBLIC COMMENT:

Director Stein requested that agenda item 10a be considered after the Consent Calendar given the due date of the CCSDA Bylaws vote. President Nagel agreed.

Mark Constantini made a comment asking when to address the board on the PSB renovation.

### 3. ADOPTION OF CONSENT ITEMS (0:06:50):

President Nagel noted that the meeting minutes for 02/09/2022 and 02/16/2022 were not ready yet, so they are pulled from the consent items.

<b>MOTION:</b> M/s Padian/Dommer: Motion to Adopt the Consent Calendar except for item 3a.
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<b>VOTE:</b> Ayes: Dommer, Kosel, Nagel, Padian, Stein Nays: None Abstentions: None Absent: None
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Motion Passed 5-0-0
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<b>Video Time Stamped: 0:07:50</b>
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### 10. OUTSIDE AGENCIES REPORTS (Agenda order moved forward)

#### 10a. Contra Costa Special Districts Association (0:08:30)

Director Stein explained that a vote on the proposed CCSDA bylaws change must be submitted by each agency and is due on 03/10/2022.

<b>MOTION:</b> M/s Stein/Kosel: To approve the proposed CCSDA bylaws revisions.	
<b>VOTE:</b> Ayes: Dommer, Kosel, Nagel, Padian, Stein Nays: None Abstentions: None Absent: None	
Motion Passed 5-0-0	<b>Video Time Stamped: 0:09:40</b>

**OLD BUSINESS:**

**NONE**

**5. NEW BUSINESS:**

**5a. First Reading of Ordinance 2022-01 An Ordinance of the Board of Directors of the Kensington Fire Protection District Adopting a Fee Schedule for Plan Checking, New Construction Inspections, General Fire and Life Safety Inspections and Other Miscellaneous Services Provided (0:10:59):**

GM Hansell described the adoption process for the Ordinance. Chief Pigoni explained the need for a fee schedule to reimburse the district for plan checking, inspections, etc. Director Stein asked about the background study for the fee structure. GM Hansell said that the El Cerrito fees are based on a study by the County, so that is the basis of the proposed amounts. Director Stein asked if El Cerrito has been charging fees and the Chief confirmed that was true for city residents but Kensington residents have not been charged because the services were infrequent. The Chief said that the ECFD has absorbed Kensington's costs to date in this area and has not charged the district. President Nagel asked for further details on what the fees covered. Director Stein asked about fee collection.

Public comment was made by Gail Feldman.

**5b. Kensington Evacuation Drill (0:30:20):**

Chief Pigoni presented the planning for the upcoming evacuation drill. President Nagel thanked the Chief for his work on this and is thrilled by the effort. Secretary Kosel agreed and congratulated the Chief on the plan. Vice President Padian asked the Chief about the importance of knowing which Zonehaven "Zone" one lives in. Chief Pigoni reviewed the various conditions which might occur when a resident is not currently in the zone where they live, but he still suggested knowing what zone one's house is in if you interact with the Zonehaven website. Nixle notifications are different, though, so it is important to know the limitations of all the systems. Padian also commented on the draft language of the notification text. Kosel noted that the Outlook will have an article on the drill prior to the date.

Public comment was made by David Spath, Gail Feldman, Danielle Madugo.

<b>MOTION:</b> M/s Padian/Kosel: To Approve the Kensington Evacuation Drill Report.	
<b>VOTE:</b> Ayes: Dommer, Kosel, Nagel, Padian, Stein Nays: None Abstentions: None Absent: None	
Motion Passed 5-0-0	<b>Video Time Stamped: 1:05:00</b>

**5c. Temporary Facility Progress Update (1:13:00):**

President Nagel recused himself from the discussion, as he has been an officer with the Berkeley Unitarian Church and is a current member, and left the meeting. Vice President Padian assumed the meeting chair.

GM Hansell shared the progress update detailed in the written report. Since the original letter of support sent by the Berkeley Unitarian Church in Sept 2019, offering their parking lot as a location for a temporary fire station, there have been many steps required to determine the needs of the station, the availability of components, and the options for utility connections. Hansell described the due diligence on the structure for the engines and the modular building that are needed. Over the past month, he has also looked at the El Cerrito Modulares and discussed the possibility of subletting space for admin and records, especially if the KPPCSD rents the rest of the buildings from the city. This could be a mechanism for providing financial aid to the KPPCSD.

Chief Pignoni addressed the response time from the Unitarian location, which he believes is acceptable for the period of the renovation. Secretary Kosel described her request to use the south end of the Kensington Library parking lot, instead of the Unitarian Church lot, but that she understands the Chief and GM feel that is not workable. Therefore, she wants the KPPCSD to know that the District will not be able to provide funds by renting property that they own. Padian commented that he wants to see financials from the KPPCSD because he believes they have options to finance their facility. Director Stein asked for more details on why the library lot would not work. Hansell explained the size limitations of that lot and access issues which the Chief has addressed. Hansell also explained that the sub-letting of the EC Modulares may be a very good way to benefit the KPPCSD financially, so that may be more valuable than renting the library lot. Director Stein asked about the generator cost for the temporary fire station, and if the church would be interested in that. Hansell said there will be options to sell it. Director Dommer asked if leasing a generator is being considered. Hansell said he would look into that. Director Stein asked if the EC Modular lease should be between the KPPCSD and the City, in which case KFPD would sublet its area. Hansell described different scenarios for the arrangement. Padian commented on the problems with the Kensington Library lot. Padian asked about the temp facility estimate. Hansell said the current amount is \$1.15M, down from \$1.5M, but it will probably come down further. Padian asked about the total project cost for both the renovation and the temp facility. GM Hansell said the prior total was \$9.5M, with the renovation itself at \$5.4M and temp facility at \$1.15M, plus the other soft costs, but it appears that the new total might be lower. Padian stated that there have been public comments that it is much higher and Hansell noted that he believes those statements are including the 30-year interest total, which is not normally how you quote building cost.

Public comments were received from Mark Constantini, Gail Feldman,

<b>MOTION:</b> M/s Kosel/Dommer: To Approve the Temporary Facilities Update, with the clarification that the Kensington Library parking lot discussed is the one to the north of the library owned by the KPPCSD.	
<b>VOTE:</b> Ayes: Dommer, Kosel, Padian, Stein Nays: None Abstentions: None Absent: Nagel	
Motion Passed 5-0-0	<b>Video Time Stamped: 2:23:45</b>

**Note: President Nagel rejoined the meeting and took the chair until adjournment.**

**9. GENERAL MANAGER'S REPORT** (Agenda order moved forward) (2:25:40):

GM Hansell reviewed his report and explained that City Manager Pinkos agrees it would benefit both agencies to reduce the required fire contract reserves to six months, down from twelve months. He presented new financial projections from NHA showing the savings to the reduced loan amount needed due to the change.

The variance hearing for the enclosure of the deck has been completed and the item was approved. Hansell reviewed the project schedule and also spoke about the investigation of potential solar panels for the PSB.

Director Stein commented on the question of the total cost and including the interest amount, as revised by the reduction in the loan due to the EC contract reserve change to six months. Vice President stated that if the total 30-year cost is referred to, then other changes in the value of that cash over time needs to be considered, as well, which is unnecessarily confusing.

No public comments were made on the item.

**5d. Planning of Special Meeting to Review Emergency Preparedness Committee Priorities and Scope** (2:45:00):

GM Hansell noted that there hasn't been support for a special meeting to set priorities, so he recommends letting the EPC continue setting up their own priority list. Vice President Padian agreed.

Director Stein requested that if there is information from Joe Grupalo that all the directors need to hear, that he be invited to a board meeting instead of just presenting to the EPC.

**6. COMMITTEE REPORTS:**

**6a. Emergency Preparedness Committee Meeting:** Continued to the next regular meeting.

**6b. Finance Committee Meeting:** There was no meeting to report.

**7. FIRE CHIEF'S REPORT:** Continued to the next regular meeting.

**8. EMERGENCY PREPAREDNESS COORDINATOR REPORT:** Continued to the next regular meeting.

**11. ADJOURNMENT:** President Nagel adjourned the meeting at 9:59PM  
The next Board of Directors meeting will occur on April 13<sup>th</sup>, 2022.

MINUTES PREPARED BY: Bill Hansell

These minutes were approved at the regular Board Meeting of the Kensington Fire Protection District on February 9<sup>th</sup>, 2022.

Attest:

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Secretary of the Board

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