



**KENSINGTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

Notice of Adjournment and Continuance

Notice is hereby given that the Kensington Fire Protection District's Regular Meeting of the Board of Directors was held on Wednesday, September 14, 2022 at 7:00pm, and adjourned with a schedule to reconvene on **Wednesday, September 21, 2022 at 7:00pm**

Due to COVID-19, and in accordance with California AB 361, the District Board meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public can observe and participate in the meeting by attending the Zoom webinar (on the day and time of the meeting) and may also provide public comment by emailing the Board Clerk at public.comment@kensingtonfire.org by 5:00pm on the day prior to the meeting. Comments will then be read into the record, with a maximum allowance of 5 minutes per individual comment, subject to the Chair's discretion.

Instructions on how to make a public comment during the meeting: At points in the meeting when the meeting chair requests public comment, members of the public participating in the live meeting either via internet or telephone shall indicate their desire to speak. 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).

Any member of the public who needs special accommodations should email public.comment@kensingtonfire.org 48 hours prior to the meeting. This will enable the Kensington Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1).

For public comment items, each member of the public will be allotted the same maximum number of minutes to speak as set by the President before or during its consideration, 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)).

This agenda is available on the KFPD website under the relevant meeting date at: <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.

**Continuation of the Regular Meeting of the Board of Directors
Wednesday, September 21, 2022 at 7:00pm
Via Zoom Teleconference**

Internet Address:

<https://us06web.zoom.us/j/83505159740?pwd=cWd5bjhvSEdCaTITdmNYbXk1RW8vUT09>

Telephone Access:

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

Webinar ID: 835 0515 9740

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 Nagel, Vice President Padian, Secretary Kosel, Director Dommer, Director Stein

a. Introduction of Fire Chief Eric Saylor

2. (7:05pm) PUBLIC COMMENT

This place on the agenda is reserved for comments and inquiries from citizens and Board members concerning matters that do not otherwise appear on the agenda.

3. (7:10pm) 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 on file in the Fire Protection District Administrative Office at 217 Arlington Avenue and 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. Adoption of Resolution 2022-18 Re-Authorizing Remote Meetings (Adopt)

- COMPLETED ON 09/14/2022

b. Approval of Minutes of the Board of Director's meetings of 04/13/2022, 04/28/2022, 05/11/2022, 06/08/2022, 06/29/2022 (Continued), 06/29/2022 (Special), 07/13/2022 (Approve)

- REMOVED FROM CONSENT CALENDAR PENDING COMPLETION

c. Acceptance of Incident Activity Report July and August 2022 (Accept)

- COMPLETED ON 09/14/2022

d. Approval of Monthly Transmittal 08/10/2022 and 09/14/2022 (Approve)

- COMPLETED ON 09/14/2022

e. Approval of Monthly Financial Reports 07/31/2022 and 08/31/2022 (Approve)

- COMPLETED ON 09/14/2022

f. NHA Advisors Proposal for Continuing Disclosure & Arbitrage Rebate Compliance (Approve)

- COMPLETED ON 09/14/2022

4. (7:15pm) OLD BUSINESS - None

5. (7:15pm) NEW BUSINESS

a. (7:15pm) Resolution 2022-19: Fire Hazard Abatement Hearing on the Designation of Properties Containing Fire Hazards (Supporting Material)

Prior to beginning the public hearing, the President will ask those in the audience having objections to the designation of their property as containing fire hazards to identify their

property addresses.

Public Hearing Procedure: The President will open the public hearing and then:

- (I) Call for staff report and recommendation from staff.
- (II) Call for comments from those in the audience regarding fire hazard abatement.
- (III) Close the public hearing terminating public testimony. The Board of Directors will then deliberate the matter and arrive at a decision.

Action = Approve Resolution 2022-19 Declaring that Weeds, Rubbish, Litter or other Flammable Material on Designated Private Properties Constitutes a Public Nuisance and Providing for Notice that the Fire Chief or Designee Shall Abate Such Public Nuisance Conditions if not Abated by the Property Owner.

- COMPLETED ON 09/14/2022

b. (7:25pm) Resolution 2022-20: Confirmation of the Costs of Abatement of Public Nuisance Conditions, Weeds, and Flammable Materials and Authorizing Related Actions (Supporting Material)

Prior to beginning the public hearing, the President will ask those in the audience having objections to the assessment of the abatement costs for their property to identify their property addresses.

Public Hearing Procedure: The President will open the public hearing and then:

- (I) Call for staff report and recommendation from staff.
- (II) Call for comments from those in the audience regarding the abatement costs and administrative expenses contained in the report.
- (III) Close the public hearing terminating public testimony. The Board of Directors will then deliberate the matter and arrive at a decision.

Action = Adopt Resolution 2022-20 Confirming the Report of the Costs of Abatement of Public Nuisance Conditions, Weeds, and Flammable Materials, and Authorizing Related Actions.

- COMPLETED ON 09/14/2022

c. (7:30pm) Resolution 2022-21 Approving the Final Combined Budget for Revenue, Operating Expenditures, and Capital Improvement Expenditures for FY2022-2023 (Supporting Material)

Action = Discuss and adopt Resolution 2022-21.

- COMPLETED ON 09/14/2022

d. (7:50pm) Resolution 2022-17 Adopting Policy 1190 Debt Management – Second Reading & Adoption (Supporting Material)

In accordance with Government Code Section 8855(i), the district must adopt a debt management policy. This constitutes the second reading and consideration for adoption.

Action = Adopt Resolution 2022-17.

- COMPLETED ON 09/14/2022

e. (7:55pm) Ad-Hoc Committee for KFPD General Manager's Contract (Supporting Material)

The General Manager's contract expires on 11/11/2022. An ad-hoc committee should be appointed to negotiate a subsequent contract with the General Manager to be considered by the board prior to the expiration date.

Action = Discuss and appoint ad-hoc committee members.

- COMPLETED ON 09/14/2022

f. (8:05pm) Sublet of KPPCSD Modular Located at 10940 San Pablo, El Cerrito CA

94530 for Admin Storage (Supporting Material).

Consideration of a sub-lease agreement with the KPPCSD to store admin materials including the district's servers and files during the renovation of the PSB.

Action = Discuss, direct staff, and approve the agreement.

- COMPLETED ON 09/14/2022

g. (8:15pm) Construction Update on the PSB Seismic Renovation and Temporary Facilities Projects (Supporting Material).

Construction progress update including consideration of Construction Management proposals for the PSB Seismic Renovation Project.

Action = Discuss, direct staff, and approve CM proposal.

- COMPLETED ON 09/14/2022

h. (8:35pm) Discuss Need for a Public Forum on the Minimum Space Requirements of the Fire Department (Supporting Materials)

A co-occupancy concept for the PSB was recently proposed but developed without any input from the Fire and Police Chiefs. The concept is similar to many prior plans that were rejected due to the lack of required space for both the fire and police departments. Such revisions to the current approved construction project would have substantial financial impacts on the district while not providing the space needed for current and future services. In order to inform the public why this and other co-occupancy schemes will not work, the board will review and discuss the fire department's minimum space requirements and determine if a public forum, direct-mail, or other outreach is needed. If necessary, determine the schedule, scope, format, and goals of the forum, publications, or outreach. Action = Discuss and direct staff as needed.

- COMPLETED ON 09/14/2022

- AGENDA BELOW CONTINUED TO 09/21/2022

i. (7:05pm) Amendment of Policy 1170 Reserves – Second Reading & Adoption (Supporting Material)

This constitutes the second reading and consideration for adoption of the amended Policy 1170 Reserves.

Action = Adopt the amended Policy 1170 Reserves

6. (7:20pm) FIRE CHIEF'S REPORT (Supporting Material)

Action = Presentation/Discussion

7. (7:40pm) EMERGENCY PREP COORDINATOR'S REPORT (Supporting Material)

Action = Presentation/Discussion

8. (8:00pm) GENERAL MANAGER'S REPORT (Supporting Material)

Action = Presentation/Discussion

9. (8:15pm) COMMITTEE REPORTS

Informational reports from Board members or staff covering the following assignments:

a. Emergency Preparedness Committee Meeting - Padian/Nagel (Supporting Material)

Approved Meeting Minutes of 07/28/2022 and Draft Meeting Minutes of 08/25/2022 included for reference.

Action = Report by EPC Chair & Discussion

- b. Finance Committee Meeting - Kosel/Nagel (Supporting Material)**
Approved Meeting Minutes of 10/01/2021, 02/04/2022, and 05/25/2022, and GM Timesheets from 05/31/2022 thru 08/31/2022 included for reference.
Action = Report by FC Chair & Discussion

10. (8:45pm) OUTSIDE AGENCIES REPORTS

- a. Contra Costa Special Districts Association – Stein**

11. (-----) ADJOURNMENT

The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on October 12, 2022 at 7:00pm. The deadline for agenda items to be included in the Board packet is Wednesday, September 28, 2022 by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, October 5, 2022 by 1:00pm.