

**KENSINGTON FIRE PROTECTION DISTRICT
AGENDA OF A MEETING OF THE
BOARD OF DIRECTORS**

Date of Meeting: December 11, 2019
Time of Meeting: 7:00 p.m.
Place of Meeting: **Building E in Kensington Park**
59 Arlington Avenue, Kensington, CA 94707

Please Note: Copies of the agenda bills and other written documentation relating to each item of business referred to on the agenda are on file in the office of the Kensington Fire Protection District Administration Office, 217 Arlington Avenue, Kensington, and are available for public inspection. A copy of the Board of Directors packet can be viewed on the internet at www.kensingtonfire.org/meetings.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Manager, 510/527-8395. Notification 48 hours prior to the meeting 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).

7:00 p.m.

CALL TO ORDER

Directors: Dom Dommer, Janice Kosel, Laurence Nagel, Kevin Padian and Julie Stein

1. **ADOPTION OF CONSENT ITEMS.** Items 3, 4, 5, 6, 7 & 8
All matters listed with the notation "CC" are consent items, which are considered to be 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. PLEASE NOTE: Public review copy of the agenda packet is available at the Directors' table at the Board meetings.
2. **ORAL COMMUNICATIONS.** (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. Speakers shall be requested to provide their names and addresses prior to giving public comments or making inquiries.)
- CC 3. **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** November 2019 (ACCEPT)
- CC 4. **APPROVAL OF MONTHLY FINANCIAL REPORT.** October/November 2019 (APPROVE)
- CC 5. **APPROVAL OF MONTHLY TRANSMITTAL.** November 2019 (APPROVE)
- CC 6. **APPROVAL OF ZONEHAVEN PROPOSAL.** Approval of proposal for acquisition, aggregation and preparation of required GIS data for the Polygon Project, not to exceed \$5,000 (APPROVE)
- CC 7. **APPROVAL OF CALIFORNIA SPECIAL DISTRICTS ASSOCIATION SALARY SURVEY.** Approval of a request from Director Kosel to purchase the most recent salary survey from the California Special Districts Association at a cost not to exceed \$250. (APPROVE)
- CC 8. **APPROVAL OF BUDGET REVISION.** Approval of budget revision to reallocate \$36,000 from Salary and Benefit Accounts to new line item "RGS Contract". (APPROVE)

9. The Board will provide direction to Regional Government Services (RGS) on whether to continue the previous staffing and contract accountant structure for District Administration and Finance or commence a re-organization discussion with RGS support (to be presented by Glenn Lazof, Director of Finance Services, RGS). (ACTION)
10. Evacuation Notification Update and Polygon Project Completion (to be presented by Battalion Chief Grupalo, Lorena Herrera, Emergency Planning Coordinator and Charlie Crocker, Zonehaven). (PRESENTATION)

11. **PRESIDENT'S REPORT**

- a. Clarification on use of the Public Safety Building conference room.
- b. Update on acquisition of administrative services from El Cerrito.
- c. Report on November 16 Public Forum.

12. **FIRE CHIEF'S REPORT**

- a. Review of operations.
- b. Regional issues and developments.

NEW BUSINESS

13. Discussion on request from Kensington Police Protection and Community Services District (KPPCSD) for permission from the Kensington Fire Protection District for the KPPCSD to contact architecture firm RossDrulisCusenberry (to be presented by Director Deppe or Director Sherris-Watt). (DISCUSSION)
14. Consideration to approve a proposal from Mack 5 to provide a cost estimate for constructing a temporary fire station on the property of the Unitarian Universalist Church of Berkeley (UUCB). (ACTION)
15. Consideration to offer emergency radios to Kensington citizens under a voluntary contribution program. (ACTION)
16. Election of Officers for Calendar Year 2020 (ACTION)
 - a. President
 - b. Vice President
 - c. Secretary

OLD BUSINESS

17. Proposed Policy Manual Revisions to Policy 1040–Conflict of Interest Committees of the Board (ACTION - Second reading for vote, Policy 1040)
18. Proposed Purchase and Mounting of Fire Danger Today signs for the Arlington median and intersection of Beloit and Grizzly Peak (ACTION)

19. **BOARD REPORTS**

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

- a. Building Committee (Dommer/Nagel): Report on cost estimate to rebuild the current structure of the public safety building
- b. Emergency Preparedness Committee (Padian/Nagel): Report on 11/21/19 meeting.
- c. Diablo Fire Safe Council Representative (Nagel/Staff)

- d. East Bay Regional Parks District Liaison (Nagel)
- e. California Special Districts Association Representatives:
 - i. County (Nagel)
 - ii. State Professional Development and Membership Services Committees (Kosel)

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, January 8, 2020, at 7:00 p.m. at Building E in Kensington Park, 59 Arlington Avenue, Kensington, CA 94707.

The deadline for agenda items to be included in the Board packet for the next regular meeting of 1/8/20 is Wednesday, 12/18/19 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Tuesday, 12/31/19 by 1:00 p.m., Fire Protection District Administration Office, 217 Arlington Ave., Kensington.

IF YOU CHALLENGE A DECISION OF THE BOARD OF DIRECTORS IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE BOARD MEETING OR IN WRITTEN CORRESPONDENCE DELIVERED AT, OR PRIOR TO, THE BOARD MEETING