



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

Wednesday, January 17th, 2024, 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 to the Board President and Board Clerk prior to the meeting by emailing: [public.comment@kensingtonfire.org](mailto:public.comment@kensingtonfire.org) by 2:00pm the day of the regular meeting, or by the time posted on the special meeting agenda. 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. Please address your comments to the Board of Directors and not to staff and/or the audience. 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](mailto: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 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/81216434918?pwd=TaXmulS\\_oR4JLayALg1-PEE-fA0MpQ.5MLevYEPkdRFPMP](https://us06web.zoom.us/j/81216434918?pwd=TaXmulS_oR4JLayALg1-PEE-fA0MpQ.5MLevYEPkdRFPMP)

**Telephone Access:**

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

**Webinar ID:** 812 1643 4918

**Passcode:** 112233

**1. CALL TO ORDER/ROLL CALL**

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

**2. PUBLIC COMMENT**

Under "Public Comment," the public may address the Board on any subject not listed on the agenda. Please address your comments to the Board of Directors and not to staff and/or the audience. 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.

**3. OATH OF OFFICE** for Director Madugo

**4. OLD BUSINESS - *Continued from December 20, 2023 BOD Meeting***

**a. ELECTION OF OFFICERS FOR CALENDAR YEAR 2024**

Discussion of roles and nominations. (Supporting material.)

I. President

II. Vice-President

III. Secretary

Action = Elect officers for Calendar Year 2024 with newly elected President serving as chair for the remainder of the meeting

**5. 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 meetings of 11/15/2023 (Revised), 12/20/2023 - (Approve)

**b. Acceptance of Incident Activity Report** December 2023 - (Accept)

**c. Approval of Monthly Transmittal** 01/17/2024 - (Approve)

**d. Approval of Monthly Financial Reports** 12/31/2023 - (Approve)

**e. Annual Meeting Schedule for 2024** - (Accept)

**6. FIRE CHIEF'S REPORT** (Supporting Material)

Action = Presentation/Discussion

**7. EMERGENCY PREP COORDINATOR'S REPORT** (Supporting Material)

Action = Presentation/Discussion

## 8. NEW BUSINESS

- a. **Presentation and Discussion of Fiscal Analysis Proposal between the KFPD Board of Directors and Ridgeline Municipal Services.** – Board and Ridgeline Municipal Services Action = As directed by the board on December 20, 2023, receive a presentation from Ridgeline Municipal Services of its proposal “Proposal to Prepare Fiscal Reorganization Analysis Evaluating Reorganization of Kensington Special Districts” dated December 8, 2023 (“Proposal”), and discuss the Proposal with Ridgeline representatives present at the meeting location.
- b. **Discuss the two emails sent by Mr. Semenov concerning Ridgeline’s willingness to proceed with a financial analysis on consolidation - Watt/Stein** (Supporting Material, including emails from December 20, 2023 and December 22, 2023.) Discussion among board of directors and, if he is present, between the Board and Mr. Semenov of Ridgeline.
- c. **Consider approving the above-referenced Proposal as submitted on December 8, 2023 or with requested modifications based on the foregoing presentation and discussion between the Board and Ridgeline Municipal Services.**  
Action = Potential approval of the Proposal, as submitted or with modifications requested by the board or by staff. Potential direction to staff to work with Ridgeline Municipal Services on modifications to the Proposal including any revision of the Proposal budget that may result from requested modifications.
- d. **Consideration of cost-sharing any engagement with Ridgeline with the KPPCSD, including specifying a cost-sharing ratio or cost-sharing amount of any approved original or modified Proposal.**  
Action = Review the Proposal as presented by Ridgeline Municipal Services along with any recommended modifications in the foregoing agenda item, and consider approving a cost-sharing ratio or cost-sharing amount of the final cost with the KPPCSD. Direct staff as needed, including to include the approved cost-sharing ratio in the KFPD mid-year budget review.
- e. **Approval of Proposed Contract for Annual Audits of Fiscal Year 2023 - 2027 –** Morris-Mayorga (Supporting Material)  
Action = Discussion, approval, and/or direct staff as needed  
Two audit proposals were received with Nigro & Nigro recommended for approval
- f. **Local Hazard Mitigation Plan (LHMP) Draft Review of Submittal to County –** Morris-Mayorga (Supporting Material)  
Action = Discussion and direct staff as needed  
The documents which were submitted to the County are provided for review, discussion, and input or direction as determined by the Board.
- g. **Public Safety Building Project Update –** Morris-Mayorga (Supporting Material)  
Action = Presentation/Discussion  
A brief progress update on the PSB Seismic Renovation will be presented.
- h. **Interim General Manager Recruitment**  
Action = Discuss and direct staff  
With the resignation of General Manager Morris-Mayorga, discuss and direct staff on an

Interim General Manager appointment process.

**9. GENERAL MANAGER'S REPORT** (Supporting Material)  
Action = Presentation/Discussion

**10. COMMITTEE REPORTS**

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

a. **Emergency Preparedness Committee Meeting** – Nagel/Stein (No Report)

b. **Finance Committee Meeting** – Stein/Watt (No Report)

**11. OUTSIDE AGENCIES REPORTS**

a. **Contra Costa Special Districts Association** – Nagel (No Report)

**12. ADJOURNMENT**

The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, February 21, 2024 at 7:00pm at the Kensington Community Center. The deadline for agenda items to be included in the Board packet is Wednesday, February 7, 2024, by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, February 14, 2024, by 1:00pm.