



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

Wednesday, December 18, 2024, 7:00pm  
Kensington Community Center, 59 Arlington Avenue,  
Kensington, CA 94707 (in-person and hybrid)

68-1399 Mauna Lani Drive, L201, Kamuela, HI 96743  
(Remote location - Director Artis)

**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 (*regular meetings only*). Directors will also have an opportunity to comment on matters not on the agenda. 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/83111257473?pwd=0Xoxguk00ylsPsmZtERUUVnBbNrpJ7.1>

**Telephone Access:**

(669) 444-9171 or (253) 205-0468 or (719) 359-4580

**Webinar ID:** 831 1125 7473

**Passcode:** 112233

**1. Call To Order/Roll Call**

President Levine, Vice President Madugo, Secretary Artis, Director Stein, 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.

Directors will also have an opportunity to comment on matters not on the agenda.

**3. Oath of Office** for Directors Artis and Madugo

**4. Public Hearing**

**a. Adoption of Resolution 2024-12 Confirming the Costs of Abatement Report for Public Conditions, Weeds, and Flammable Materials and Authorizing Related Actions**

Prior to 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:

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

Adopt Resolution 2024-12 Confirming the Report of the Costs of Abatement of Public Nuisance Conditions, Weeds, and Flammable Materials and Authorizing Related Actions for: 208 Stanford Avenue, Kensington, CA – Beckman (Supporting Material)

**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, it will be removed from the list of consent items and considered separately on the agenda.

**a. Approval of Minutes** for the regular and special meetings of 11/20/2024

**b. Acceptance of Incident Activity Report** November 2024

**c. Approval of Monthly Transmittal** 12/18/2024

**d. Acceptance of Monthly Financial Reports** 11/30/2024

**6. Fire Chief’s Report** – Saylor (Supporting Material)

Action = Presentation/Discussion

**7. General Manager’s Report** - Morris-Mayorga (Supporting Material)

Action = Presentation/Discussion

**8. Emergency Prep Coordinator's Report** – Valenzuela (Supporting Material)  
Action = Presentation/Discussion

**9. Public Safety Building Project Update** – Morris-Mayorga (Supporting Material)  
A brief progress update on the PSB Seismic Renovation will be presented.  
Action = Presentation/Discussion

**10. Old Business - None**

**11. New Business**

**a. Election of Officers for Calendar Year 2025**

I. President

II. Vice-President

III. Secretary

Action = Elect officers for Calendar Year 2025

**b. General Manager Position Description, Goals, and Key Performance Indicators** –  
Morris-Mayorga (Supporting Material)  
Action = Presentation, discussion, direction

**c. Budget Amendment to fund finance position as approved by the Board in 2020** –  
Morris-Mayorga (Supporting Material)  
Action = Presentation, discussion, motion

**d. Consulting contract for Tim Barry to include EBRPD partnership** - Morris-Mayorga  
(Supporting Material)  
Action = Presentation, discussion, motion

**e. Discussions with East Bay Regional Park on fuel reductions along the  
Kensington/Tilden interface, and allocation of \$150,000 in FY 24-25 to expedite fuel  
reduction** – Watt (Supporting Material)  
Action = Presentation, discussion, possible action

**f. Report on CSDA Leadership Academy** – Stein (Supporting Material)  
Action = presentation and possible direction to staff

**g. Update Policy Handbook Number 1150.60 to read "The General Manager may  
transfer budgeted amounts or increase or decrease existing expenditures so long as  
the Board approves these modifications."** – Watt (Supporting Material)  
Action = Presentation, discussion, possible action

**12. Committee Reports**

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

**a. Emergency Preparedness Committee Meeting** – Levine/Madugo (Supporting Material)  
December 5, 2024 meeting

**b. Finance Committee Meeting** – Watt/Artis (No report)

**c. Reorganization/Consolidation Ad Hoc Committee** – Levine/Artis (Verbal)

**13. Outside Agencies Reports**

**a. Contra Costa Special Districts Association** – Levine (No report)

**14. Adjournment**

The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, January 15, 2025 at 7:00pm at the Kensington Community Center, 59 Arlington Avenue. The deadline for agenda items to be included in the Board packet is Wednesday, January 1, 2025, by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, January 8, 2025, by 1:00pm.