



individual who fell down a hillside. At the July meeting, the Board declared a list of properties a public nuisance in regard to vegetation management violations. The list has been reduced dramatically but there are still 25 properties that are not in compliance as of this date. The forced abatement cost sharing agenda bill will be in the Board's September packet. The number of citations this year was extremely high compared to previous years. The updated Emergency Operations Plan (EOP) is still being worked on. Some of the Board members have taken their ICS training and chain of command is a big part of that. Pigoni noted that with 50% of the ECFD management team being newly promoted and with new Board members, some of that structure has been lost in day to day operations. It is really important that all information, questions, etc. should be routed through the District Manager or the Chief and then the District Manager keeps all Board members informed. It is important to keep everyone communicating effectively and required in the event of opening an Emergency Operations Center (EOC). ECFD's 2003 OES 300 engine has been replaced this month with new OES 413. The crews are training on it and outfitting it. It will be in service soon for fire season. The old engine will be on the State website for sale.

Director Padian asked about EOC plans and where are the Directors supposed to meet. The current, outdated plan shows the Directors meeting at the community center. That is no longer the case and the new plan will show Station 65. The Board would convene and determine what actions need to be taken. The community center does not have a generator, cannot network into the fire department's communication systems and the wi-fi and cell service are not good. The station has all those items. If it is a widespread event, it is likely El Cerrito's EOC would be opened and then Kensington becomes a Department Operations Center (DOC). Padian asked if there would be any staffing in Kensington during a large scale event. Pigoni explained it depends on the incident and gave examples of a major earthquake. All staffing would be recalled and mutual aid would be requested. Padian asked if it is possible for the Board to pre-authorize any actions the department needs to take to bring in resources. Padian said any action that could be taken in advance could help with progress being made. Pigoni said as part of the EOP, an emergency vendor list is being created. Once the list is created, the Board will authorize open-ended purchase orders that will give on-duty management the ability to obtain resources. The department operates as one for El Cerrito and Kensington and will order whatever is necessary during the time of an emergency. The most important role for the Board during a major event is recovery operations from a financial standpoint. Everything must be tracked and documented for FEMA. Kosel added that the first thing FEMA will want to know is if all Directors have completed the ICS training. They will not reimburse if that has not been completed.

Anthony Knight asked for the amount of properties that were not in compliance with vegetation standards at this time last year. Pigoni said one property was abated last year. Vida Dorroh asked if the District can ask the cemetery to allow its gate during an emergency. Pigoni said they could ask, it is private property, and both Fire and Police have keys to the gate. Pigoni does not support driving through the cemetery. The pedestrian gate is open all the time. The roads are windy or people may drive straight across the lawn. It is a viable place for refuge but there will be smoke and embers. KFPD is currently working on controlled evacuations with the polygon project.

### **PRESIDENT'S REPORT:**

President Stein also reported that all Directors are required to take ICS 100, 200 and 700. El Cerrito is offering in-person training for 100 and 700. Nagel and Pigoni said ICS 402 is also recommended though not mandatory. Pigoni will see if any nearby agencies are offering 402. Stein said the Board approved the El Cerrito contract in June but separated out the cost sharing of administrative services. El Cerrito approved the contract on July 16<sup>th</sup>. President Stein and City Manager Pinkos both had the authority from their respective Board/Council to negotiate the MOU. Both documents are currently circulating for signature and both items will be complete. Stein included a copy of the 12/31/18 KPOA letter to KFPD and KPPCSD in the packet. The letter requests that all discussions about plans and financing for the Public Safety Building and also for Emergency Planning in public to the extent possible. KPOA requested a 2 x 2 committee which doesn't seem especially practical. The KFPD has developed a standing committee on emergency preparedness that will hold all its meetings in public. KFPD has initiated several efforts to have a public dialog with KPPCSD about the public safety building. KFPD requested to be on KPPCSD's agenda in both March and May. KFPD officially requested KPPCSD to attend the meeting tonight and participate in the building agenda items.

### **BOARD REPORTS – PART 1**

**Building Committee:** Director Dommer reported that the Board rehired RDC Architects in July. A start-up meeting for remodeling the public safety building has been held. KFPD is pursuing this action because the park site never came to fruition. The committee is Dommer, Nagel, Pigoni and Navellier. The District is trying to achieve the best fire station that can be accomplished in a 50-year old building--one that will last for the next 20 or so years without more remodels. RDC brought the previous spatial program and after reviewing each space, fire alone would occupy 4,530 s.f. plus about 25% for hallways, etc. which takes occupies the entire building. Dommer had

previously thought that the police department might still fit without their admin but that is not the case. The police department does not fit and KFPD cannot house them at the station. The architects are finalizing the spatial program and then will develop some floor plans. They will have to address accessibility and code. If half the cost of building replacement is spent, all mechanical, structural, electrical, etc. need to be brought to code. Dommer would like to go out to bid in the first quarter of next year. There will be a public meeting, hopefully with some consensus. The tentative date for a public meeting is 10/12 which is very tight. Kosel wondered if item 9 is inconsistent with the idea of getting input from the community at a public forum. Item 9 is a different matter for a temporary site. Stein said last month the Board did approve hiring RDC to perform an analysis of whether there is room for the police and provide alternatives. That was not the result.

Rachelle Sherris-Watt, KPPCSD Director, asked about the 50% of replacement threshold and what the estimate is for replacement? Dommer said KFPD would have a renovation cost in October. The District has not gotten to replacement cost yet but plans on addressing that. Sherris-Watt said KPPCSD will need a letter from KFPD stating that KPPCSD will not be part of the project moving forward and also best estimate of a time line.

Stein said she thought KFPD hired the architect to create a formal analysis and document the reasons for the upgrades. She gave examples and said there should be a formal report to the Board. Nagel said that the plans the architect develops will not include the police department. That is not a feasible project. Kosel asked the purpose of the public meeting. Nagel thought that originally it was to present the two alternatives of the project – the park site and the current site. Stein and Kosel did not realize until tonight's meeting that the project was so definitive and did not include the police. Nagel said the building committee only met yesterday. The spreadsheet of the spatial program demonstrates the numbers. Dommer added that this is the third reduction the KFPD has made to its program to fit within the current footprint. The program will be serviceable but there is not any extra in it. Kosel requested that the committee share with the Board and the community how many s.f. the fire department needs and for what.

Sherris-Watt clarified that this decision is not based on any s.f. needs requested by the KPPCSD. The last informal conversation she had with the building committee, she indicated KPPCSD would be happy to exist in the same footprint or less in order to be flexible. It did appear that PD admin would need to vacate the building. She also said that as a result of this current decision, KPPCSD would not be part of the public meeting.

Director Nagel said the public forum could include what the fire station would look like after renovation, what a new police station could look like and what a new joint facility in the park could look like. Stein said that the Board decided in July that it was only pursuing renovation of the existing site and they dropped analysis of the park site based on KPPCSD's response. Stein said she created a timeline of building discussions going back to 2015. There were months and months and months that KPPCSD committed to getting a legal opinion about the park and that never happened. More discussion followed. Building costs have greatly increased. Stein suggested that the architect attend the September meeting to educate the entire Board. Kosel agreed, and said the public presentation to the community also needs to be rethought.

Lisa Caronna said the community needs to understand why the fire department needs the space that they need. Also the 25% for closets, etc. should be more concrete. Caronna said it goes hand-in-hand with what happens to the police department. The community will want to know what the other piece of the puzzle looks like. Dommer gave further explanation on the earthquake fault and how a new building can't be built. Caronna acknowledged but said not all the community is as informed. Nagel said that will be the purpose of the public meeting.

Vida Dorroh requested that if KFPD has a public meeting on the building, to ask the community if they want to see a public safety building in the park. She is a long-time supporter of the park but has changed her mind about public safety and Kensington needs a police department. Nagel confirmed that what Dorroh was asking for was a fire station option only at the current site or a public safety building at the park site. She is asking KFPD to take the lead on this and educate the community.

Anthony Knight agrees with Dorroh and is concerned about the political fallout. KFPD should write an open letter to The Outlook instead of waiting to see what is written about this. KFPD will be made into the bad guys for pushing the police out. Nagel said KFPD was also the bad guys for wanting to build in the park.

Director Padian thinks presenting the park as an option is bringing up false hopes. The park was a last resort. Studies have shown that a location needs to be on the Arlington, north of the stores. That is clear for response times and also for any available properties. It may not even be seismically possible. Community members spoke their minds to the KPPCSD Board. Sometimes public safety needs to be put in front of public popularity. We should not delay and run after suggested impractical sites that don't work. Some people may not like the fire station only option but there are no other alternatives. KFPD does not have control over the site options.

David Spath suggested an article for The Outlook before the public meeting. The vast majority of the community will not attend the public meeting. Kosel said KFPD will also have an open house before the public meeting to show the community the current condition of the building. She agreed a lot of notification has to happen. Kosel said there are not any good choices here.

Linnea Due said the September issue of The Outlook is closed. She fully supports an October article. She thinks the public forum should be held in November so people can be better informed. Dommer agreed to an October article and the District should have square footage and costs by that time.

Paul Dorroh said discussion will circulate before The Outlook comes out. KPPCSD should also have some space in The Outlook to address what will happen to the police department. Sherris-Watt said the public meeting should not be on a three-day weekend. The reason why Director Deppe and herself have heard why other suggested sites can't be chosen, they haven't seen anything quantified and that information would be helpful to the public. At the meeting on 6/24/17, there was a lot of public hostility. A new building in the park at that time was estimated to be \$10-12 million. KPPCSD cannot support that economically. Padian said there should be a serious examination of available building or rebuilding external funds by grant writers.

Organizing Committee: The committee is President Stein and Director Kosel who met with Navellier two weeks ago. A draft program is included in the packet. It is a two-part program with the first part being an open house and the second part being a special meeting of the Board of Directors. The committee originally targeted 10/5 and 10/12 but 11/9 and 11/16 are also a possibility. The committee agrees with outreach plans. They will put an article in The Fireplug, are hoping for both October and November articles in The Outlook, and the Kensington signboard. The agenda is a three-part format and there is a lot to cover. The format is: 1) current location only site due to response times; 2) seismic and functional problems with the existing site and building; and 3) the needs, cost and alternatives for a modern fire station. Nagel said he thought he just heard people say to leave the park as an option and also there should be some presentation from KPPCSD on what the police department is going to do. Sherris-Watt said KPPCSD will not promise to deliver by KFPD's timeline or at their meeting. KPPCSD's Board will discuss. Nagel spoke more about the two options. Sherris-Watt reiterated that where the police department goes is KPPCSD's issue and they will take care of it. Stein said the presentation should probably include the fact that KFPD explored the park issue and why they are pursuing the renovation of the existing site only. It could be included in The Outlook article.

Anthony Knight asked that didn't KPOA made a strong stand against building a public safety building in the park? David Spath responded that he didn't think KPOA took a stand but just brought up to weight the implications. Spath said KFPD needs to be careful how they portray the park issue. More back and forth discussion followed. Padian said the arguments should not be too simplistic. This is not a simple thing. It is not just about money either. The requests the citizens made about the park site became too burdensome. KFPD has no idea what it takes financially to maintain an independent police department and it is not their business. KPPCSD is also looking into contracting out. They need to figure out what their needs are and how to house them. KFPD needs to be in a central location but PD does not. Sherris-Watt said KPPCSD has determined there will always be a Kensington site for police. The Board agreed that Navellier will ask that the spatial program and concept floor plans be done in time for the September meeting.

#### NEW BUSINESS:

Proposal from RossDrulisCusenbery Architects for Extra Services Site Study in the amount of \$36,696:  
Dommer said the proposal in the packet is a bit of a misfire and the architects didn't understand what KFPD wanted. KFPD has had three Chiefs say the random sites that people have suggested don't work. He questioned whether KFPD really needed to pay for an opinion at all. Kosel said the proposal includes 60 hours of driving around Kensington. Dommer said he is not going to accept the proposal. Director Nagel made a motion to reject the proposal from RDC to perform a site study as submitted in the packet. Director Dommer seconded the motion. Padian suggested that the KFPD's consultants working on the traffic study could probably do the study for a fraction of the cost. Stein said she also thought there is a lot of overlap information between this proposal and the traffic study. Nagel said he thought the proposal was to justify the idea of building a fire house in the park. If that idea is abandoned, why would KFPD spend this money? Padian said residents were pointing to other large sites in the community that could accommodate both agencies. Response time changes drastically when emergency medical services are not centrally located. Padian offered to have the EPC contact the same consultants that are conducting the traffic study. KFPD's emergency personnel already know these sites don't make sense.

AYES:	Dommer, Kosel, Nagel, Padian, Stein
NOES:	None
ABSTAIN:	None
ABSENT:	None

#### BOARD REPORTS CONTINUED:

The committee met on 8/6/19 and reviewed applications received. They accepted 7 out of 8 of the applications and are recommending those for the President to appoint at this meeting. Stein asked what the length of appointment would be? Padian said they could only be appointed by calendar year, same as Board members to committees. Nagel said the committee plans on meeting monthly in the beginning. Padian said it would be determined by discussions. The community is entering the worst season of the year and the EPC is about being prepared. All the recommended committee members are already working on a variety of activities around preparedness. Nagel reported that Wildcat Canyon is closed from 10 am to 3 pm due to the shaded fuel break. Nagel also spoke to EBRPD's Fire Chief and that fuel break behind Kensington is also progressing. Nagel also attended a meeting on the latest version of the Contra Costa County Wildfire Protection Plan. Padian reported that there is no road data available from the County for the polygon project or the traffic study. Right-of-way maps are also unavailable from the County. The traffic study consultants will have to develop the information themselves including road speeds and width. EBMUD has installed generators at Summit Reservoir. EBMUD said they will use the generators to refill the reservoirs during a PG&E shutdown. David Spath said Summit Reservoir serves Berkeley. PG&E has inspected the power lines that go through Wildcat Canyon. The EPC has submitted another Outlook ad for September about Diablo Wind Events and PG&E shut offs. Padian said KFPD should use NextDoor a lot more aggressively for District business and education. It is free and lots of people are on NextDoor. The EPC briefly met with Arrietta Chakos to talk about external funding opportunities and prequalifying may be necessary. Navellier reported that she and Padian had discussed putting Fire Danger signs and weather radios on the September agenda and if the Board wishes to pursue those items they could be added to the budget then. The EPC has requested a budget for a grant writer. It should also be considered for the public safety building. Padian does not know what grant writers cost. Nagel said the Fire Department has written successful grants. Pigoni clarified that a professional grant writer is being proposed. Anthony Knight said he contacted EBMUD and found out that Kensington gets its water from the Orinda Treatment Plant. Knight wants the Fire Chief to contact EBMUD for a presentation to clarify where Kensington's water comes from, are there generators and will they be serviced in a PG&E shutdown. Pigoni looked up the information on his phone, gave an explanation, and told Knight where it could be found on EBMUD's website.

**NEW BUSINESS CONTINUED**

Volunteer Resident Appointments to the Emergency Preparedness Committee for Calendar Year 2019 subject to Board Approval: Stein attended the 8/6/19 EPC meeting though she was not allowed to participate. She thought the committee received eight really good applications. She noted that the committee did not interview anyone. Padian said everyone was known to the EPC except for one person. Stein pointed out that person attended the meeting. Her personal inclination is to start smaller to get the committee off the ground before reappointments in four months. Neither Nagel nor Padian thought managing a group of nine would be a problem. Two candidates are from the Pathkeepers, two are from the Public Safety Council and three are from the neighbors for Wildfire Protection. A quorum will be five people. Stein proposed to appoint all seven candidates – Lisa Caronna, Cortis Cooper, Katie Gluck, Peter Guerrero, Peter Liddell, Paul Moss and David Spath in addition to the two Board members. Director Padian made a motion to accept Stein's proposal. Director Nagel seconded the motion.

- AYES: Dommer, Kosel, Nagel, Padian, Stein
- NOES: None
- ABSTAIN: None
- ABSENT: None

**BOARD REPORTS – PART 2:**

- Finance Committee: The next meeting will be held on 8/22/19 at the Public Safety Building, 3:00 p.m.
- DFSC: The next meeting is tomorrow, 8/15/19. There is a lot of applications for DFSC grants.
- CSDA County Chapter: The last meeting was joint between Contra Costa and Alameda Chapters.

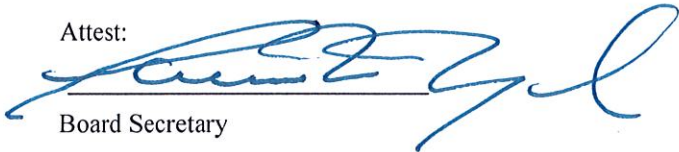
Anthony Knight asked for an update on the El Cerrito contract to which Stein gave an overview.

**ADJOURNMENT:** The meeting was adjourned at 9:24 p.m. in honor of Captain Joe Gagne.

MINUTES PREPARED BY: Brenda J. Navellier

These minutes were approved at the regular Board meeting of the Kensington Fire Protection District on October 9, 2019.

Attest:

A handwritten signature in blue ink, appearing to be "J. Smith", written over a horizontal line.

Board Secretary