



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

Wednesday, February 21st, 2024, 7:00pm
Kensington Community Center, 59 Arlington Avenue,
Kensington, CA 94707 (in-person and hybrid)

7575 164th Ave NE, Redmond, Washington, 98052
(Remote location – President Levine)

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 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 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

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 Levine, Vice President Madugo, Director Stein, Secretary 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. 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 meeting of 01/17/2024 (Approve)
- b. **Acceptance of Incident Activity Report** January 2024 (Accept)
- c. **Approval of Monthly Transmittal** 02/21/2024 (Approve)
- d. **Approval of Monthly Financial Reports** 01/31/2024 (Approve)
- e. **FY 2022-23 OPEB Actuarial Report** (Accept)
- f. **Authorize the General Manager/Interim General Manager to Enter Into Necessary Agreements to Allow Mr. Bakker, Who Intends to Join a New Law Firm in March, to Continue Serving as District Counsel** (Approve)

4. FIRE CHIEF'S REPORT (Supporting Material)

Action = Presentation/Discussion

5. EMERGENCY PREP COORDINATOR'S REPORT (Supporting Material)

Action = Presentation/Discussion

6. OLD BUSINESS – None

7. NEW BUSINESS

a. **Board Vacancy And Appointment Process** (Supporting Material)

Action = Review, discuss, direct staff, and/or approve

The process and documents related to the appointment process for the Board Vacancy are provided for discussion, direction, and/or approval.

b. Appoint Board Members to the Finance Committee – Levine

Action = Appointment made by President for approval by the Board

c. At-Will Employment Agreement for Interim General Manager (Supporting Material)

Action = Discuss and approve an Interim General Manager At-Will Employment Agreement with associated adjustments to the FY2023-2024 budget to accommodate the terms.

d. Mid-Year Budget Review and Adjustments – Morris-Mayorga (Supporting Material)

Action = Discuss and approve revisions to the current FY budget

e. Request a bid from Marjang to prepare a layout of the PSB that would locate the police department on the first floor of the PSB with the use of 100 sq. ft. on the second floor– Watt (Supporting Material)

Action = Review material, discuss and request a bid from Marjang

f. Public Safety Building Project Update – Morris-Mayorga (Supporting Material)

Action = Presentation/Discussion

A brief progress update on the PSB Seismic Renovation will be presented.

8. GENERAL MANAGER’S REPORT (Supporting Material)

Action = Presentation/Discussion

9. COMMITTEE REPORTS

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

a. Emergency Preparedness Committee Meeting – Levine/Madugo (Supporting Material)

Action = Report on EPC Meeting and Discussion

b. Finance Committee Meeting – Stein/Watt (Supporting Material)

i. Transparency Process for Fiscal Analysis – posting documentation to website

Action = Report on FC Meeting, Discussion, and Staff direction as determined

10. OUTSIDE AGENCIES REPORTS

a. Contra Costa Special Districts Association

Action = Appoint new Board member representative

11. ADJOURNMENT

The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, March 20, 2024 at 7:00pm at the Kensington Community Center. The deadline for agenda items to be included in the Board packet is Wednesday, March 6, 2024, by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, March 13, 2024, by 1:00pm.