



Oath of Office

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State of California County of Contra Costa

For the office of _____

I, _____

do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Subscribed and sworn to before me, this _____ day of, _____, 20____.

Signature of Person Adminstrating Oath

Title



Legislation Details (With Text)

File #: 24-0137 **Version:** 1 **Name:**
Type: Consent Item **Status:** Agenda Ready
File created: 1/4/2024 **In control:** BOARD OF SUPERVISORS
On agenda: 1/11/2024 **Final action:**

Title: CONDUCT interviews of applicants for appointment to the Kensington Fire Protection District Board of Directors and CONSIDER appointing one individual to fill a vacant seat for the remainder of the current term ending December 6, 2024. (Timothy Ewell, Chief Assistant County Administrator)

Attachments: 1. ATTACHMENT A - Letter, Kensington Fire Protection District to County requesting Appointment to Board of Directors, December 11, 2023, 2. ATTACHMENT B - Letter, County Response to request from District, December 18, 2023, 3. ATTACHMENT C - Danielle Madugo Application.pdf, 4. ATTACHMENT D - Ciara Wood Application.pdf, 5. Correspondence Received.pdf

Date	Ver.	Action By	Action	Result	Tally
1/11/2024	1	Board of Supervisors - Special Meeting	approved	Pass	5:0

To: Board of Supervisors
From: Monica Nino, County Administrator

Report Title: Appointment to Kensington Fire Protection District Board of Directors

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

- INTERVIEW two applicants (Danielle Madugo and Ciara Wood) to fill a vacant seat on the Kensington Fire Protection District Board of Directors; and
- APPOINT an applicant (either Danielle Madugo or Ciara Wood) to fill the vacant seat for the remainder of the current term ending December 6, 2024.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Formed in 1937, the Kensington Fire Protection District (District) is an independent special district serving the 0.96 square mile unincorporated area of Kensington in West County - immediately adjacent to the cities of Richmond and El Cerrito as well as adjacent to portions of Alameda County. On December 11, 2023, the County received correspondence from the District requesting that the Board of Supervisors make an appointment to a vacant seat on the District Board of Directors no later than January 16, 2024 (Attachment A). The vacancy was due to the retirement of former Director Don Dommer on October 19, 2023. The County replied to the District's correspondence on December 18, 2023 notifying the District that this matter would be taken up at a special meeting of the Board on January 11, 2024 (Attachment B).

Appointment Process

Under California Government Code Section 1780, if a vacancy occurs on a special district governing board, the district board may fill the vacancy either by appointment or by calling an election within 60 days after the effective date or notice of vacancy. In this case, the District had until December 17, 2023 to fill the vacancy either by appointment or by calling an election. After the vacancy occurred, the District conducted an application process and received two applications from interested residents for the vacant seat. On December 11, 2023, the District Board interviewed the two applicants during a special meeting but, ultimately, did not make an appointment or call an election at that time. The District subsequently requested that the Board of Supervisors make the appointment.

If a special district board fails to appoint or call an election to fill a vacancy within 60 days, then the Board of Supervisors may fill the vacancy either by appointment or by ordering the special district to call an election, as long as the Board of Supervisors acts within 90 days after the effective date of the vacancy. In this case, the Board of Supervisors may fill the vacancy on the District Board if it does so by January 16, 2024.

This seat will be up for election at the November 5, 2024 General Election. The new term begins at 12 noon on December 6, 2024, which is the first Friday in December following the General Election.

Options for the Board to Consider

The Board of Supervisors' options include:

1. Appoint an individual to the vacant seat. The appointed individual would hold office until the term ending December 6, 2024.
2. Make no appointment and order an election. This option would require the District to call an election to fill the vacancy.
3. Take no action. If the Board takes no action, the District would be required by law to call an election to fill the vacancy.

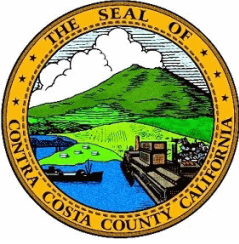
Application packets submitted by Danielle Madugo and Ciara Wood to the District for consideration have been included in today's agenda packet for reference by the Board as Attachments C and D, respectively. In addition, the Clerk of the Board's office has included all correspondence received related to this item in Attachment E for reference.

Today's action requests that the Board of Supervisors interview the two applicants and consider making an appointment to fill the vacant seat on the District Board of Directors.

CONSEQUENCE OF NEGATIVE ACTION:

Should the Board take no action at today's meeting, then the Board will have until January 16, 2024 to make an appointment to the District Board or call an election to fill the vacancy. If the Board takes no action by January 16, 2024, then an election must be called to fill the vacancy pursuant to Government Code section 1780.

The Board of Supervisors appointed Danielle Madugo to fill the vacant seat on the Kensington Fire Protection District Board of Directors for the remainder of the current term ending December 6, 2024.



Meeting Minutes

CONTRA COSTA COUNTY Board of Supervisors - Special Meeting

Supervisor John Gioia, District I
Supervisor Candace Andersen, District II
Supervisor Diane Burgis, District III
Supervisor Ken Carlson, District IV
Supervisor Federal D. Glover, District V

Clerk of the Board (925) 655-2000
clerkoftheboard@cob.cccounty.us

Thursday, January 11, 2024

2:00 PM

Board Chambers 1025 Escobar Street,
Martinez |

<https://ccounty-us.zoom.us/j/87344719204> |

Call in: 888-278-0254 access code 843298#

CALL TO ORDER

Present

District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Ken Carlson, and District V Supervisor Federal D. Glover

DISCUSSION ITEMS

- D.1** CONDUCT interviews of applicants for appointment to the Kensington Fire Protection District Board of Directors and CONSIDER appointing one individual to fill a vacant seat for the remainder of the current term ending December 6, 2024. (Timothy Ewell, Chief Assistant County Administrator) [24-0137](#)

Attachments:

[ATTACHMENT A - Letter, Kensington Fire Protection District to County requesting Appointment to Board of Directors, December 1 2023](#)

[ATTACHMENT B - Letter, County Response to request from Distr December 18, 2023](#)

[ATTACHMENT C - Danielle Madugo Application.pdf](#)

[ATTACHMENT D - Ciara Wood Application.pdf Correspondence Received.pdf](#)

Speakers: Lisa Corona, Kensington Improvement Club; Andrew Reed, resident of Kensington; Daniel Levine, Vice President, Kensington Fire Protection District Board of Directors; Silvia Elsbury; Rob Firmin, President, Kensington Property Owners Association.

Written correspondence received from: Linda Lipscomb; Paul Dorroh; Linnea Due; Knute Fisher, PhD; Steven Simrin, Chris Sorensen; Lisa Caronna; Katie

Brohawn, PhD, Kensington Hilltop Elementary School; Brenda Lee, Kensington Hilltop Elementary School; Robin Burns; Charles Toombs; Cortis Cooper; Jim Watt; Paul Moss; Carmen Cook; Daniel Levine; Cortis Cooper; Sarah Gough; Gail Feldman; Meryl Natchez Rafferty; Andrew Reed; John and Kathy Stein; Rodney Paul; Rob Firmin, President, Kensington Property Owners Association; Shoshana Wechsler; Leigh Schneider; Sylvia Elsbury; Cassandra Duggan, LCSW; Georgia Vaughan; Jean Durham; Karl Kruger and Len Welsh; Beverly Thiele; Caroline M. Kane, UC Berkeley; David Pyle; Gloria Bayne; Danielle Madugo; Andrew Trout; Marcia Mathog; Bart and Diana Jones; Ted Blanckenburg; Brad Johnson; Cara Marasco; Tanya Banks; Larry Nagel, Director, Kensington FPD; Barbara Banks and Eric Strellis; Dr. Hilary Lorraine; Annemarie Charlesworth; Katie Gluck; Cierra Wood; Dore Brown; Jill Sowards; Jaima Roberts; Linda Lipscomb (2), Kensington Improvement Club; Peter Liddell (attached).

APPOINTED Danielle Madugo to fill the vacant seat on the Kensington Fire Protection District Board of Directors for the remainder of the current term ending December 6, 2024

Motion: Gioia
Second: Carlson
Aye: District I Supervisor Gioia, District II Supervisor Andersen, District III Supervisor Burgis, District IV Supervisor Carlson, and District V Supervisor Glover
Result: Passed

- D.2** CONSIDER appointing Jane De May Andreotti as Interim Animal Services Director, at Step 3 on the salary schedule, effective January 16, 2024. [24-0138](#)
 (Timothy Ewell, Chief Assistant County Administrator)

Speaker: Lisa Kirk, Contra Costa Society for the Prevention of Cruelty to Animals (SPCA)

Motion: Carlson
Second: Burgis
Aye: District II Supervisor Andersen, District III Supervisor Burgis, District IV Supervisor Carlson, and District V Supervisor Glover
Aye: District II Supervisor Andersen, District III Supervisor Burgis, District IV Supervisor Carlson, and District V Supervisor Glover
Absent: District I Supervisor Gioia
Absent: District I Supervisor Gioia

D.3 Public Comment

There were no requests to speak at public comment.

ADJOURN

Adjourned today's meeting at 3:07 p.m.

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to clerkoftheboard@cob.cccounty.us.

In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes.

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

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www.contracosta.ca.gov**

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received, since January 1, 2023, more than \$250 in campaign contributions from the applicant or contractor, an agent of the

applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.