



KENSINGTON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING MINUTES

DATE/TIME: January 17, 2024, 7:00PM

LOCATION: Kensington Community Center, 59 Arlington Avenue, Kensington (and hybrid)

PRESENT: Directors: President Julie Stein, Vice President Director Daniel Levine,
Director Danielle Madugo, Director Larry Nagel, Director Jim Watt
Staff: Board Clerk Candace Eros Diaz, GM Mary Morris-Mayorga,
Fire Chief Eric Saylor
Consultant: EP Coordinator Johnny Valenzuela, Legal Counsel John Bakker

1. CALL TO ORDER/ROLL CALL

President Julie Stein called the meeting to order at 7:06 p.m. and confirmed the roll call.

2. PUBLIC COMMENT (00:03:17)

Director Larry Nagel announced his retirement as of January 31, 2024.

KFPD firefighters and Fire Chief Eric Saylor thanked Director's Dommer and Nagel for their service to the KFPD board and presented them with plaques of appreciation. Several members of the public as well as Directors Levine, Madugo, Stein and Watt also thanked Director Nagel for his service to the board and commented on his retirement.

3. OATH OF OFFICE for Director Madugo (00:00:44)

This agenda item was taken out of order.

There was no public comment.

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

a. ELECTION OF OFFICERS FOR CALENDAR YEAR 2024 (00:18:27)

The board discussed the item.

There was no public comment.

MOTION: M/s Nagel/Watt Motion to elect Director Daniel Levine as President for the calendar year 2024.

VOTE:

Ayes: Levine, Madugo, Nagel, Stein, and Watt
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Nays: None

Absent: None

Motion passed 5-0-0

Video Time Stamped: 00:22:27

The board discussed the item.

There was no public comment.

MOTION: M/s Levine/Nagel Motion to elect Director Danielle Madugo as Vice President calendar year 2024.	
VOTE: Ayes: Levine, Madugo, Nagel, Stein, and Watt Nays: None Absent: None	
Motion passed 5-0-0	Video Time Stamped: 00:23:28

The board discussed the item.

There was no public comment.

MOTION: M/s Stein/Levine Motion to elect Director Jim Watt as Secretary calendar year 2024.	
VOTE: Ayes: Levine, Madugo, Nagel, Stein, and Watt Nays: None Absent: None	
Motion passed 5-0-0	Video Time Stamped: 00:25:16

5. ADOPTION OF CONSENT ITEMS (00:26:07)

President Levine proposed to approve all consent items on the agenda with a single motion. The board did not remove any items.

- a. **Approval of Minutes** of the Board of Directors meetings of 11/15/2023 (Revised), 12/20/2023
- b. **Acceptance of Incident Activity Report** December 2023
- c. **Approval of Monthly Transmittal** 01/17/2024
- d. **Approval of Monthly Financial Reports** 12/31/2023
- e. **Annual Meeting Schedule for 2024**

MOTION: M/s Nagel/Stein Motion to approve consent items 5a-5e.	
VOTE: Ayes: Levine, Madugo, Nagel, Stein, and Watt Nays: None Absent: None	
Motion passed 5-0-0	Video Time Stamped: 00:27:21

6. FIRE CHIEF'S REPORT (00:27:34)

Fire Chief Eric Saylor presented the report as included in the packet. He provided operations, training, and public safety updates.

A member of the public thanked the KFPD firefighters and Chief Saylor for their work on the reported incidents.

There was no additional public comment.

7. EMERGENCY PREP COORDINATOR'S REPORT (00:31:38)

EP Coordinator Johnny Valenzuela presented the report including presentation. He highlighted community engagement events, district communications/publications, initiatives/deliverables, and past meetings.

A member of the public thanked EP Coordinator Valenzuela for his work and reported their experience with receiving a Replanting Grant.

There was no additional public comment.

8. NEW BUSINESS (00:40:20)

a. Presentation and Discussion of Fiscal Analysis Proposal between the KFPD Board of Directors and Ridgeline Municipal Strategies

GM Mary Morris-Mayorga introduced and provided background on the item. Mr. Dimitry Semenov of Ridgeline Municipal Strategies presented context for the proposal as included in the packet. He provided additional clarification on outstanding questions and elaborated on his overall approach and recommendations. The board discussed the item and posed questions to Mr. Semenov, who provided advice and clarification on whether or not the two districts are ready to proceed with the fiscal analysis.

A member of the public self-identified as an elected director of the KPPCSD board, speaking for themselves. They stated that Director Nagel's retirement may slow down the fiscal analysis process and recommended the board utilize GM Morris-Mayorga's guidance on the item prior to her departure. They also opined that the community is in favor of consolidation.

Another member of the public present in the room commented on Mr. Semenov's presentation, approach, and overall recommendations.

There was no additional public comment.

b. Discuss the two emails sent by Mr. Semenov concerning Ridgeline's willingness to proceed with a financial analysis on consolidation (01:35:53)

Director Stein introduced and provided background on the item. The board and Mr. Semenov discussed the item.

There was no public comment.

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 Strategies (01:39:04)

GM Morris-Mayorga introduced and provided background on the item. The board discussed the item and Mr. Semenov provided additional comments and recommendations. Mr. Semenov confirmed that Ridgeline's proposal was recommended for approval by the KPPCSD general manager and noted the overall timeline was not discussed by their board.

KFPD legal counsel John Bakker opined on the overall timeline noted in the proposal and the board's ability to make adjustments to it. The board agreed that the delivery of Ridgeline's report may be delayed because more data and time to collect said data are needed. Bakker noted that the proposal does not need to be amended, but the board may clarify in the agreement that the timeline will be pushed back while the consultant collects the necessary data. It was determined that the timeline listed in the proposal is flexible to accommodate the work, but this should be noted in the agreement. The KFPD board president noted that this will be a multi-agency agreement.

A member of the public commented on Mr. Semenov's recommendations and posed questions about these recommendations and the potential of consolidation with another fire district. Another member of the public commented on the community's efforts to elect board members who would consider consolidation.

There was no additional public comment.

MOTION: M/s Watt/Nagel Motion to proceed with the study with Ridgeline Municipal Strategies as presented and submitted on December 8, 2023.
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VOTE:

Ayes: Levine, Madugo, Nagel, Stein, and Watt
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Nays: None

Absent: None

Motion passed 5-0-0

Video Time Stamped: 01:58:34

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 (01:58:55)

GM Morris-Mayorga introduced and provided background on the item. The board discussed the item and Mr. Semenov provided additional comments and recommendations. Mr. Semenov stated Ridgeline Municipal Strategies' work process and product are indifferent to and independent of the agreement's funding sources. Director Watt stated he is now in favor of a 50/50 cost-sharing ratio with the KPPCSD given that both boards will have to pay their own costs to produce essential data that is required for the study but is not currently available or does not yet exist.

A member of the public commented that 50/50 cost-sharing seemed fair and reiterated that the KPPCSD and the KFPD boards both have information to provide to Ridgeline Municipal

Strategies before its work on the proposed analysis can begin.

There was no additional public comment.

MOTION: M/s Stein/Nagel Motion to approve the cost-sharing of the agreement with the KPPCSD at a ratio of 50/50 for this engagement and in addition compensate Ridgeline Municipal Strategies \$1200 for making an in-person presentation at the KFPD BOD meeting on January 17, 2024.	
VOTE: Ayes: Levine, Madugo, Nagel, Stein, and Watt Nays: None Absent: None	
Motion passed 5-0-0	Video Time Stamped: 02:11:53

e. Approval of Proposed Contract for Annual Audits of Fiscal Year 2023 - 2027
(02:12:11)

GM Morris-Mayorga presented the report as included in the packet. The board discussed the item.

There was no public comment.

MOTION: M/s Stein/Watt Motion to approve the audit proposal from Nigro & Nigro for Annual Audits of Fiscal Year 2023 - 2027 and to authorize the GM to sign the engagement letter on behalf of the district.	
VOTE: Ayes: Levine, Madugo, Nagel, Stein, and Watt Nays: None Absent: None	
Motion passed 5-0-0	Video Time Stamped: 02:18:33

f. Local Hazard Mitigation Plan (LHMP) Draft Review of Submittal to County (02:18:50)

GM Morris-Mayorga presented the report as included in the packet. The board discussed the item.

There was no public comment.

g. Public Safety Building Project Update (02:28:38)

GM Morris-Mayorga presented the report as included in the packet.

There was no board discussion or public comment.

h. Interim General Manager Recruitment (02:31:51)

GM Morris-Mayorga introduced and provided background on the item and asked the board

for direction. The board discussed the item. President Levine appointed Director Watt and himself to a temporary ad-hoc committee to find an Interim GM.

There was no public comment.

9. GENERAL MANAGER'S REPORT (02:39:27)

GM Morris-Mayorga presented the report as included in the packet. The board discussed the item.

There was no public comment.

10. COMMITTEE REPORTS (02:41:00)

a. Emergency Preparedness Committee Meeting

There was no report. However, the board discussed committee membership in light of Director Nagel's retirement announcement and Director Madugo's appointment.

There was no public comment.

b. Finance Committee Meeting

There was no report.

11. OUTSIDE AGENCIES REPORTS

a. Contra Costa Special Districts Association

There was no report.

12. ADJOURNMENT President Levine adjourned the meeting at 9:50 p.m.

The next Board of Directors meeting will occur on March 20, 2024

MINUTES PREPARED BY: Candace Eros Diaz and Mary Morris-Mayorga

These minutes were approved at the Board Meeting of the Kensington Fire Protection District on March 20, 2024.

Attest:

Secretary of the Board