

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

Date of Meeting: September 11, 2019
Time of Meeting: 7:00 p.m.
Place of Meeting: **Building E in Kensington Park**
59 Arlington Avenue, Kensington, CA 94707

Please Note: Copies of the agenda bills and other written documentation relating to each item of business referred to on the agenda are on file in the office of the Kensington Fire Protection District Administration Office, 217 Arlington Avenue, Kensington, and are available for public inspection. A copy of the Board of Directors packet can be viewed on the internet at www.kensingtonfire.org/meetings.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Manager, 510/527-8395. Notification 48 hours prior to the meeting will enable the Kensington Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1).

7:00 p.m. **CALL TO ORDER**
Directors: Dom Dommer, Janice Kosel, Laurence Nagel, Kevin Padian and Julie Stein

1. **ADOPTION OF CONSENT ITEMS.** Items 3, 4, 5 & 6

All matters listed with the notation "CC" are consent items, which are considered to be 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 on file in the Fire Protection District Administrative Office at 217 Arlington Avenue and 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. PLEASE NOTE: Public review copy of the agenda packet is available at the Directors' table at the Board meetings.

2. **ORAL COMMUNICATIONS.** (This place on the agenda is reserved for comments and inquiries from citizens and Board members concerning matters that do not otherwise appear on the agenda. Speakers shall be requested to provide their names and addresses prior to giving public comments or making inquiries.)

CC 3. **APPROVAL OF THE MINUTES.** Approval of the minutes of the regular meeting of July 10, 2019 (APPROVE)

CC 4. **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** August 2019 (ACCEPT)

CC 5. **APPROVAL OF MONTHLY FINANCIAL REPORT.** July/August 2019 (APPROVE)

CC 6. **APPROVAL OF MONTHLY TRANSMITTAL #3.** September 2019 (APPROVE)

PUBLIC HEARING

7. Resolution 19-06 Confirming the Report of the Costs of Abatement of Public Nuisance Conditions, Weeds, and Flammable Materials and Authorizing Related Actions for 20 Jessen Court; 205 Yale Ave; 71 Kingston Road; and 149 Lawson Road, Kensington, CA (ACTION)

NEW BUSINESS – PART 1

8. Presentation of Public Safety Building Spatial Program Analysis, Conceptual Floor Plan Alternatives and Updated Seismic Retrofit Analysis by RossDrulisCusenbery Architecture (ACTION)

OLD BUSINESS

9. Amended Proposal from RossDrulisCusenbery Architecture for Extra Services Site Response Time Study in the amount of \$14,955 (ACTION)

NEW BUSINESS – PART 2

10. Proposal from RossDrulisCusenbery Architecture for Extra Services Temporary Fire Station Site Feasibility Study in the amount of \$39,380 (ACTION)
11. Proposal from Mack5 for Cost Planning and Estimating Services in the amount of \$12,960 (ACTION)
12. Proposed Purchase and Mounting of Fire Danger Today signs for the Arlington median and intersection of Beloit and Grizzly Peak (ACTION)
13. Resolution 19-07 Adopting the Final Combined Budget for Revenue, Operating Expenditures, and Capital Improvement Expenditures for Fiscal Year 2019-2020 (ACTION)

14. **FIRE CHIEF'S REPORT**

- a. Review of operations.
- b. Regional issues and developments.

15. **PRESIDENT'S REPORT**

- a. Template of EPC Appointment Letter
- b. Open House including Contract Signing Celebration – 10/12/19
- c. Feedback on Holding a Protocol-Setting Agenda Item at a Future or Special Board Meeting Addressing How We Work Together

16. **BOARD REPORTS**

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

- a. Finance Committee (Stein/Dommer): Minutes of 5/30/19 meeting; report on 8/22/19 meeting
- b. Emergency Preparedness Committee (Padian/Nagel): Kensington Evacuation Research Project – Preliminary Report dated 8/15/19; report on 8/28/19 meeting
- c. Organization Committee: Public meeting moved to 11/16/19
- d. Diablo Fire Safe Council Representative (Nagel, Staff)
- e. East Bay Regional Parks District Liaison (Nagel)
- f. California Special Districts Association Representatives:
 - i. County (Nagel): Next meeting in October
 - ii. State Professional Development and Membership Services Committees (Kosel)
- g. Correspondence: 8/29/19 letter from KPOA regarding Public Safety Building

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, October 9, 2019, at 7:00 p.m. at Building E in Kensington Park, 59 Arlington Avenue, Kensington, CA 94707.

The deadline for agenda items to be included in the Board packet for the next regular meeting of 10/9/19 is Wednesday, 9/25/19 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 10/2/19 by 1:00 p.m., Fire Protection District Administration Office, 217 Arlington Ave., Kensington.

IF YOU CHALLENGE A DECISION OF THE BOARD OF DIRECTORS IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE BOARD MEETING OR IN WRITTEN CORRESPONDENCE DELIVERED AT, OR PRIOR TO, THE BOARD MEETING