



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

Wednesday, April 14, 2021 7:00pm
Via Zoom Teleconference

Due to COVID-19, and in accordance with California Executive Orders N-29-20, the District Board meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting by attending the Zoom webinar (on the day and time of the meeting) and may provide public comment by sending comments to the Board President and Board Clerk via email at public.comment@kensingtonfire.org. Comments will then be read into the record, with a maximum allowance of 5 minutes per individual comment, subject to the Chair's discretion

Instructions on how to make a public comment during the meeting: At points in the meeting when the meeting chair requests public comment, members of the public participating in the live meeting either via internet or telephone shall indicate their desire to speak. 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).

Any member of the public who needs special accommodations should email public.comment@kensingtonfire.org 48 hours prior to the meeting. This 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).

Public comment will be taken on each agenda item. Each member of the public will be allotted the same maximum number of minutes to speak as set by the President before or during its consideration, 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)).

Internet Address:

<https://us06web.zoom.us/j/83315481628?pwd=Z0tttd05Wb0FaYU92VlpybmFoUHRRuQT09>

Telephone Access:

(669) 900-9128 or (346) 248-7799 or (253) 215-8782

Webinar ID: 833 1548 1628

Passcode: 112233

TIMING OF AGENDA ITEMS: *Approximate times are included below but may vary to accommodate appropriate discussion time and attention to the individual items.*

1. (7:00pm) CALL TO ORDER/ROLL CALL

President Nagel, Vice President Padian, Directors Dommer, Kosel, and Stein

2. (7:01pm) PUBLIC COMMENT

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.

3. (7:10pm) 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 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. (Supporting material)

a. **Approval of Minutes** of the regular Board of Director's meeting of 03/10/2021 (Approve)

b. **Acceptance of Incident Activity Report** March 2021 (Accept)

c. **Approval of Monthly Transmittal** 04/14/2021 (Approve)

d. **Approval of Monthly Financial Reports** 03/31/2021 (Approve)

4. (7:15pm) NEW BUSINESS

a. **Fiscal Year 2019-2020 Audit** (Supporting Material)

Mann, Urrutia, Nelson, CPAs & Associates, LLP will present the Draft audit for the year ended June 30, 2020, to the Board for approval.

Action = Discussion and Approval of the Audit as Final and Accepted (Approve)

b. **Community Warning System Test**

Information will be presented on the pending *Community Warning System Test* scheduled for Sunday, May 2nd, 2021, 8AM

Action = Discussion and Direction to Staff as needed.

c. **Public Safety Building Renovation Recommendation** (Supporting Material)

Based on information and analysis presented in the 01/13/2021 regular Board meeting and the 03/25/2021 special joint Board meeting, staff recommends approval of a direction for the Public Safety Building Renovation project.

Action = Discuss and consider staff's recommendation to proceed with the development of a renovation strategy for the Public Safety Building to meet the current and future needs of the KFPD staff and services per concept diagrams presented in November 2019 for full Fire Department occupancy, re: attached documents. The approval will include directing the General Manager to obtain consultant proposals, as needed, for project design,

engineering, cost estimating, scheduling, etc, in order to propose future budget amendments to fund and proceed with the full scope of work. (Approve)

d. Lease Negotiations and Options (Supporting Material)

In order to benefit the KFPD mission by securing its current and future facility needs per Agenda Item 4c, above, the District should investigate potential lease options for the following reasons:

1. To provide for a temporary facility location for the District's services during renovation of the Public Safety Building;
2. To negotiate the KPPCSD lease-end transition in a manner that best supports the continuing needs of the public services provided by both the Fire and Police Departments to the residents of Kensington.

Action = Appoint the General Manager to be Lead Negotiator for the above purposes so that subsequent proposals may be brought to the Board and scheduled appropriately for review and modification/approval. (Approve)

5. (9:20pm) FIRE CHIEF'S REPORT (Supporting Material)

Action = Presentation/Discussion

6. (9:25pm) GENERAL MANAGER'S REPORT (Supporting Material)

Action = Presentation/Discussion

7. (9:30pm) COMMITTEE & OUTSIDE AGENCY REPORTS

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

a. Emergency Preparedness Committee (Padian/Nagel) (Supporting Material)

- i. EPC Mtg Minutes of February 25, 2021 (Approved by EPC & included for reference.)
- ii. EPC Mtg of March 25, 2021 (Verbal update)

b. Finance Committee (Kosel/Nagel) (Supporting Material)

- i. Action = Approve April 2, 2021 Finance Committee Meeting Minutes (Kosel/Nagel)

c. Outside Agencies

- i. Contra Costa Special Districts Association (Nagel)
- ii. State Professional Development and Membership Services Committees (Kosel)

8. (10pm) ADJOURNMENT

The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on May 12, 2021 at 7:00pm via Zoom Teleconference. The deadline for agenda items to be included in the Board packet is Wednesday, April 28, 2021 by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, May 5, 2021 by 1:00pm.

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.