



**KENSINGTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES**

These minutes will be supplemented by transcription software.

DATE/TIME: February 19, 2025 7:00PM
LOCATION: Kensington Community Center, 59 Arlington Avenue, Kensington (and hybrid)
PRESENT: Directors: President Daniel Levine, Vice President Danielle Madugo, Secretary Rick Artis, Director Jim Watt, Director Rodney Paul
Staff: General Manager Mary Morris-Mayorga
Executive Assistant/Board Clerk Raychel Jackson
ABSENT: None

1. CALL TO ORDER/ROLL CALL

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

2. OATH OF OFFICE (00:01:49)

3. PUBLIC COMMENT (00:03:40)

4. ADOPTION OF CONSENT ITEMS

- a. **Approval of Meeting Minutes** for January 15 and January 29, 2025
- b. **Acceptance of Incident Activity Report** January 2025
- c. **Approval of Monthly Transmittal** 02/19/2025
- d. **Acceptance of Monthly Financial Reports** 01/31/2025
- e. **Approval of FY 2024-25 Mid-Year Budget Revisions**
- f. **Acceptance of FY 2023-24 OPEB Actuarial GASB 75 Report**
- g. **Approve Resolution 2025-02 adopting the Local Hazard Mitigation update plan prepared by Contra Costa County**
- h. **Approval of Hazardous Vegetation Removal Reimbursement Grants (Postponed until March)**

Moved/Seconded: Director Artis / Director Watt

Action: Approved adopting Consent Calendar Items A-D and F-G. **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None **Abstain:** None **Absent:** None

Video Time Stamped: 00:03:47

Moved/Seconded: Vice President Madugo / Director Paul

Action: Approved adopting Consent Calendar Item E. **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None **Abstain:** None **Absent:** None

Video Time Stamped: 00:43:44

5. Informational Reports

- a. **Fire Chief's Report (00:04:44)**
- b. **General Manager's Report (00:7:19)**
- c. **Emergency Prep Coordinator's Report (00:11:27)**

6. OLD BUSINESS – None

7. NEW BUSINESS

- a. **Approve Resolution 2025-01 Designating Persons Authorized To Sign And Act On Matters Related To Five Star Bank**

Moved/Seconded: Vice President Madugo / Director Paul
Action: Approve Resolution 2025-01 Designating Persons Authorized to Sign and Act on Matters Related to Five Star Bank **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None. **Abstain:** None **Absent:** None
Video Time Stamped: 00:46:06

- b. **Introduce, waive first reading, and read by title only new Board Policy 1175 OPEB Trust Fund**

Moved/Seconded: President Levine / Director Artis
Action: Approve to Introduce, waive first reading, and read by title only new Board Policy 1175 OPEB Trust Fund **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None **Abstain:** None **Absent:** None. **Video Time Stamped:** 00:48:30

- c. **Approve appointment of Board member Paul to the Emergency Preparedness Committee**

Moved/Seconded: Director Artis / Vice President Madugo
Action: Appoint Rodeny Paul to the Emergency Preparedness Committee **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None **Abstain:** None **Absent:** None **Video Time Stamped:** 00:49:40

- d. **Authorize the General Manager to proceed with required notifications pursuant to the reorganization**

Moved/Seconded: President Levine / Vice President Madugo
Action: Authorize the General Manager to Proceed with Required Notification Pursuant to the Reorganization **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None **Abstain:** None **Absent:** None **Video Time Stamped:** 00:52:33

- e. **Report back on options for the Board to consider which address the lighting concerns raised by the PSB adjacent neighbor**

Moved/Seconded: Director Watt / Director Artis
Action: Authorize to Contribute \$4,200 to the adjacent property owner as restitution for painting the building in a manner which was unacceptable to her **Ayes:** Secretary Artis, Director Watt, Director Paul **Noes:** President Levine, Vice President Madugo **Abstain:** None **Absent:** None **Video Time Stamped:** 01:12:51

- f. **Report back on Kensington Community Center audio visual options for the Board to consider**

GM Morris-Mayorga reported that the IT consultant for KPPCSD is in the process of developing a proposal for AV improvements which will include upgrading the internet service and hardwiring of meeting rooms. This will be brought back to a future meeting once it is received.
Video Time Stamped: 01:18:22

- g. **Approval of Emergency Preparedness Committee 2025 Work Plan**

Moved/Seconded: Director Artis / Director Paul
Action: Approval of Emergency Preparedness Committee 2025 Work Plan **Ayes:** President Levine, Vice President Madugo Secretary Artis, Director Watt, Director Paul **Noes:** none **Abstain:** None **Absent:** None **Video Time Stamped:** 01:12:51

h. Update on street changes: road widening, parking, one-ways and next steps

<p>Moved/Seconded: Vice President Madugo / President Levine Action: Ask Legal Counsel what ordinances the District can draft to increase the fire safety Ayes: President Levine, Vice President Madugo Secretary Artis, Director Watt, Director Paul Noes:None Abstain: None Absent: None Video Time Stamped: 02:07:52</p>

8. COMMITTEE REPORTS (02:08:57)

- a. **Emergency Preparedness Committee Meeting** – none
- b. **Finance Committee Meeting** – none
- c. **Reorganization/Consolidation Ad Hoc Committee** – Joint Special Meeting with KPPCSD on March 1, 2025
- d. **Ad Hoc Committee on Fuel Reduction and Infrastructure Improvements** - none

9. OUTSIDE AGENCIES REPORTS (02:18:09)

- a. **Contra Costa Special Districts Association** – Levine No report

10. ADJOURNMENT: The meeting adjourned at 9:25 p.m.

MINUTES PREPARED BY: Raychel Jackson and Mary Morris-Mayorga

These minutes were approved at the Board Meeting of the Kensington Fire Protection District on March 19, 2025.

Attest:

Secretary of the Board