



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

These minutes will be supplemented by transcription software.

DATE/TIME: March 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
Fire Chief Eric Saylor
ABSENT: None

1. CALL TO ORDER/ROLL CALL

President Daniel Levine called the meeting to order at 7:04 p.m. and confirmed the roll call.

2. PUBLIC COMMENT (00:00:29)

3. PRESENTATION OF THE FISCAL YEAR 2023-2024 ANNUAL AUDIT AND FINANCIAL REPORTS FOR BOARD APPROVAL (00:04:56)

Moved/Seconded: Director Artis / Director Watt
Action: Accept the Audit and Financial Reports for Fiscal Year 2023-2024. **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None **Abstain:** None
Absent: None **Video Time Stamped: 00:23:02**

4. ADOPTION OF CONSENT ITEMS

- a. **Approval of Meeting Minutes** for February 19, 2025
- b. **Acceptance of Incident Activity Report** February 2025
- c. **Approval of Monthly Transmittal** 03/19/2025
- d. **Acceptance of Monthly Financial Reports** 02/28/2025
- e. **Approve Resolution 2025-04 adopting new Board Policy 1175 OPEB Trust Fund**
- f. **Approval of Hazardous Vegetation Removal Reimbursement Grants**

Moved/Seconded: Director Paul / Director Artis
Action: Approved adopting Consent Calendar Items F. **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None **Abstain:** None **Absent:** None
Video Time Stamped: 00:38:22

Moved/Seconded: Vice President Madugo / Director Artis
Action: Approved adopting Consent Calendar Item A-E. **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None **Abstain:** None **Absent:** None
Video Time Stamped: 00: 38:33

5. Informational Reports

- a. **Fire Chief’s Report** (00:38:48)
- b. **General Manager’s Report** (01:01:23)
- c. **Emergency Prep Coordinator’s Report** (01:06:31)

6. OLD BUSINESS – None

- a. **Report back on Kensington Community Center audio visual options for the Board to consider** (01:20:10)
- b. **Report back on ordinance options related to street changes: road widening, parking, one-ways** (01:32:24)

7. NEW BUSINESS

- a. **Approve Resolution 2025-03 and associated documents for submission to Contra Costa Local Agency Formation Commission requesting initiation of proceedings for dissolution of KFPD and authorizing KPPCSD to exercise fire protection, rescue, hazardous materials emergency response, and emergency medical response services**

Moved/Seconded: Director Artis / Vice President Madugo
Action: Approve Resolution 2025-03 and associated documents for submission to Contra Costa Local Agency Formation Commission requesting initiation of proceedings for dissolution of KFPD and authorizing KPPCSD to exercise fire protection, rescue, hazardous materials emergency response, and emergency medical response services **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None. **Abstain:** None **Absent:** None
Video Time Stamped: 01:53:46

Moved/Seconded: Director Artis / Director Paul
Action: Approve associated documents (Questionnaire/Application and Plan for Services) for submission to Contra Costa Local Agency Formation Commission and authorize the General Manager to make administrative, non-substantive revisions if determined as part of the application submission process.
Ayes: President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None. **Abstain:** None **Absent:** None **Video Time Stamped:** 01:55:28

- b. **Approve volunteer resident appointment to the Emergency Preparedness Committee**

Moved/Seconded: President Levine / Director Artis
Action: Appointment of Annette McCoubrey to the Emergency Preparedness Committee as a resident member **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Watt, Director Paul **Noes:** None **Abstain:** None **Absent:** None. **Video Time Stamped:** 01:57:46

8. COMMITTEE REPORTS (01:58:33)

- a. **Emergency Preparedness Committee Meeting**
- b. **Finance Committee Meeting – none**
- c. **Ad Hoc Committee on Fuel Reduction and Infrastructure Improvements - none**

9. OUTSIDE AGENCIES REPORTS

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

10. ADJOURNMENT: The meeting adjourned at 9:06 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 April 16, 2025.

Attest:

Secretary of the Board