

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

Date of Meeting: November 13, 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 & 7

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 special meeting of October 2, 2019 (APPROVE)

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

CC 5. **APPROVAL OF MONTHLY FINANCIAL REPORT.** September/October 2019 (APPROVE)

CC 6. **APPROVAL OF MONTHLY TRANSMITTAL #5.** November 2019 (APPROVE)

CC 7. **ADOPTION OF ACTUARIAL VALUATION** Revised June 30, 2019 (ADOPT)

8. **PRESIDENT'S REPORT**

a. Update on Status of RGS Contract and temporary operations, including roles.

OLD BUSINESS

9. Update from RossDrulisCusenbery Architects on the Public Safety Building Project

NEW BUSINESS

10. Proposal from Mack5 to provide Project Management Advisory Services and a Cost Estimate for Replacement Cost of the Existing Fire Station (ACTION)
11. Proposed Purchase and Mounting of Fire Danger Today signs for the Arlington median and intersection of Beloit and Grizzly Peak (ACTION)
12. Proposed Policy Manual Revisions to Policy 1040-Conflict of Interest and Policy 1140-Committees of the Board (FIRST READING)

13. **FIRE CHIEF'S REPORT**

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

14. **BOARD REPORTS**

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

- a. Emergency Preparedness Committee (Padian/Nagel): Minutes of 9/26/19 meeting; report on 10/24/19 meeting; next meeting 11/21/19 at 3:00 p.m.
- b. Building Committee (Dommer/Nagel): Report on Open House Tours on 11/9/19, 10 a.m. to 12 noon; general report on progress.
- c. Organization Committee (Kosel/Stein): Proposed agenda for the Public meeting on 11/16/19, 9 a.m. to 11 a.m. Arlington Community Church.
- 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): Report on 10/21/19 meeting
 - ii. State Professional Development and Membership Services Committees (Kosel): Report on 10/25/19 meetings

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, December 11, 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 12/11/19 is Wednesday, 11/27/19 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 12/4/19 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