



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

Wednesday, March 10, 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://zoom.us/j/92053998772?pwd=RIRhY3ZZUG5WdXFZWDJ1RUlpeXA5dz09>

Telephone Access:

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

Webinar ID: 920 5399 8772

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 February 10, 2021 (Approve)
 - b. **Acceptance of Incident Activity Report** February 2021 (Accept)
 - c. **Approval of Monthly Transmittal** February 2021 (Approve)
 - d. **Approval of Monthly Financial Reports** February 2021 (Approve)
 - e. **Approval of Budget Amendment to Purchase Replacement Mattresses** (Approve)
4. **(7:15pm) NEW BUSINESS**
 - a. **Emergency Preparedness Coordinator** (Supporting material)
Staff recommendation to issue an RFP for consulting services to assist the KFPD General Manager with community emergency preparedness and to approve a budget amendment of \$17,000 for the remainder of FY2020-2021, with a commitment of \$100,000 for the pending FY2021-2022 budget, to fund the work.
Action = Approve the recommendation and associated budget amendment.
 - b. **Grant Writer** (Supporting Material)
Staff recommendation to issue an RFP for consulting grant writer services to assist the KFPD General Manager with grant applications and to approve a budget amendment of \$8,500 for the remainder of FY2020-2021, with a commitment of \$50,000 for the pending FY2021-2022 budget, to fund the work.
Action = Approve the recommendation and associated budget amendment.

c. Long-Term Financial Advisor (Supporting Material)

Note: The EPC recommendation for a long-term financial advisor was included in the February 10, 2021, board packet but the item was postponed. Staff recommends continuing postponement until a later date.

Action = None

5. (8:30pm) FIRE CHIEF'S REPORT (Supporting Material)

Action = Presentation/Discussion

6. (8:45pm) GENERAL MANAGER'S REPORT (Supporting Material)

Action = Presentation/Discussion

7. (9:00pm) 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 January 28, 2021 (Approved by EPC & included for reference.)
- ii. EPC Mtg of February 25, 2021 (Verbal update)

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

- i. Update on County Counsel charges.
- ii. Action = Approve Dec. 4, 2020 Special Meeting Minutes (Stein/Dommer)

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 April 14, 2021 at 7:00pm via Zoom Teleconference. The deadline for agenda items to be included in the Board packet is Wednesday, March 31, 2021 by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, April 7, 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.