



KENSINGTON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING MINUTES

DATE/TIME: October 18, 2023, 7:00PM

LOCATION: Kensington Community Center, 59 Arlington Avenue, Kensington (and hybrid)

PRESENT: Directors: President Julie Stein, Director Don Dommer, Vice President
Director Daniel Levine, Director Larry Nagel, Director Jim Watt
Staff: Board Clerk Candace Eros Diaz, GM Mary Morris-Mayorga,
Fire Chief Eric Saylor
Consultant: EP Coordinator Johnny Valenzuela

1. CALL TO ORDER/ROLL CALL

President Julie Stein called the meeting to order at 7:09 p.m. and confirmed the roll call.

2. PUBLIC COMMENT (00:01:04)

A member of the public noted that October 19, 2023 marks the 32nd anniversary of the Oakland Hills fire. They also noted that there is no room for a potential evacuation if/when fire trucks are parked on Lake Drive.

Director Daniel Levine joined the meeting at 7:13 p.m.

MOTION: M/s Nagel/Stein: Motion to approve Vice President Daniel Levine to attend the meeting remotely in accordance with the Brown Act.

VOTE:

Ayes: Dommer, Nagel, Stein, Watt

Nays: None

Absent: None

Motion passed 4-0-0

Video Time Stamped: 00:06:19

Director Don Dommer announced his retirement from the KFPD board of directors. The directors, Fire Chief Eric Saylor, and several members of the public made remarks and gave thanks for Director Dommer's service.

RESUME ADJOURNED MEETING FROM SEPTEMBER 20, 2023 (00:22:00)

3. RESERVES POLICY POTENTIAL REVISIONS

GM Mary Morris-Mayorga presented the report as included in the packet and asked for director feedback. President Stein noted her overall satisfaction with the policy and her appreciation for the inclusion of the government accounting standard board statement #54, specifically. Director Levine wanted to know under what circumstances would the KFPD use the El Cerrito six-month reserve. GM Morris-Mayorga made note of his question and will report back at a later date. President Stein recommended GM Morris-Mayorga bring the policy back to the board for a second reading at the November 15, 2023 board meeting.

CONTINUE WITH OCTOBER REGULAR MEETING ITEMS

4. ADOPTION OF CONSENT ITEMS (00:31:59)

President Stein proposed to approve all consent items on the agenda with a single motion. The board did not move to remove any items.

- a. **Approval of Minutes** of the Board of Directors regular meetings: 07/13/2022 and 9/20/2023. President Stein removed the approval of the 09/14/2022 minutes and 09/21/2022 special minutes.
- b. **Acceptance of Incident Activity Report** September 2023
- c. **Approval of Monthly Transmittal** 10/18/2023
- d. **Approval of Monthly Financial Reports** 09/30/2023

There was no public comment.

MOTION: M/s Nagel/Watt Motion to approve consent items 3a-3d.	
VOTE: Ayes: Dommer, Levine, Nagel, Stein, and Watt Nays: None Absent: None	
Motion passed 5-0-0	Video Time Stamped: 00:33:56

5. FIRE CHIEF’S REPORT (00:34:12)

Fire Chief Eric Saylor presented the report as included in the packet. He provided administration, operations, and citizen engagement updates.

There was no public comment.

6. EMERGENCY PREPAREDNESS COORDINATOR’S REPORT (00:34:53)

EP Coordinator Johnny Valenzuela presented the report as included in the packet. He highlighted community engagement events, district communications/publications, initiatives/deliverables, and past meetings. Director Nagel noted the MyShake alert that happened in response to an earthquake in southwest Sacramento County on October 18, 2023.

There was no public comment.

7. OLD BUSINESS (00:41:50)

There was no old business.

8. NEW BUSINESS (00:45:13)

- a. **Update on Local Hazard Mitigation Plan (LHMP) and Community Input**

GM Morris-Mayorga presented the report as included in the packet and asked for director feedback on the possibility of holding a town hall meeting. The board discussed the item. In addition to a community town hall, the board recommended to agendaize this item at the

November 15, 2023 board meeting. Director Nagel recommended all members of the EPC attend any scheduled town hall and provide input. President Stein noted the KPPCSD and the KFPD have distinct Local Hazard Mitigation Plans and that both would be presented at any town hall. Fire Chief Saylor confirmed Mike Bond authored the previous plan, that the KFPD has selected their member under oversight of the fire marshall, and that the City of El Cerrito is not currently planning a town hall meeting for the same purpose.

A member of the public commented on their understanding of the Brown Act as it pertains to the board of directors attending and speaking at any scheduled town hall meeting.

There was no additional public comment.

MOTION: M/s Nagel/Stein: Motion to direct the KFPD GM to work with the KPPCSD GM to organize a town hall meeting to collect community input as required by Contra Costa County.
VOTE: Ayes: Dommer, Levine, Nagel, Stein, and Watt Nays: None Absent: None
Motion passed 5-0-0 Video Time Stamped: 00:55:29

b. New Purchasing Policy for First Reading (00:55:55)

This agenda item was held over to the November 15, 2023 board of director's meeting.

c. Pause KFPD activities related to issuing an RFP for the fiscal analysis of reorganization to allow the KFPD board to discuss relevant topics that have not previously been addressed. (01:28:51)

President Stein introduced background on this agenda item, presented the report as included in the packet, and recommended the board dedicate a future meeting to discuss consolidation. The board discussed the item. Director Watt stated it was inappropriate to approve the proposal, commented on the proposed elements of the fiscal analysis, and stated what additional information he would need to consider approving the item. Director Nagel asked for clarification as to whether or not a fiscal analysis is required for reorganization. President Stein confirmed that Lou Ann Teixeira only *recommended* a fiscal analysis. Director Levine concurred with the director's political concerns and noted those concerns do not preclude the need for a fiscal analysis.

Director Dommer left the meeting at 8:55 p.m.

A member of the public commented that fire is the most important service in Kensington and wildland fire is the greatest threat to the community. Board Clerk Candace Eros Diaz read several written public comments that were submitted prior to the meeting.

The board decided not to make a motion on this agenda item.

There was no additional public comment.

d. Updated RFP for Fiscal Analysis Evaluating Reorganization (02:21:31)

GM Morris-Mayorga presented the report as included in the packet. The board discussed

the item. President Stein confirmed the KPPCSD will review the RFP, which may potentially alter the timeline. GM Morris-Mayorga will consult with the KPPCSD GM on any substantive changes.

A member of the public commended GM Morris-Mayorga's work on this item, apologized for omitting the 2011 MSR in the draft RFP, and thanked the board for their efforts.

There was no additional public comment.

MOTION: M/s Nagel/Levine: Motion to approve issuance of the RFP as included in agenda item 08d and work with the KPPCSD if any updates are required.	
VOTE: Ayes: Levine, Nagel, and Stein Nays: Watt Absent: Dommer	
Motion passed 3-1-1	Video Time Stamped: 02:33:28

e. Replanting Grant Program (02:34:13)

GM Morris-Mayorga presented the report as included in the packet. She noted there is \$25,000 budgeted for this program and that the form was updated based on the EPC recommendations. President Stein asked about the submission and evaluation process. Fire Chief Saylor and GM Morris-Mayorga provided this information.

There was no public comment.

MOTION: M/s Nagel/Watt: Motion to approve the Replanting Grant Program.	
VOTE: Ayes: Levine, Nagel, Stein, and Watt Nays: None Absent: Dommer	
Motion passed 4-0-1	Video Time Stamped: 02:40:57

f. Request a bid from Marjang to prepare a layout of the PSB that would locate the police department on the first floor of the PSB with the use of 100 sq. ft. on the second floor (00:56:30)

This agenda item was taken out of order. Director Watt presented the report as included in the packet. The board discussed the item. Director Nagel stated there was no reason to consider this agenda item since the KPPCSD has decided it will not occupy Station 55. Directors Levine and Dommer agreed with Director Nagel's comments. Director Watt responded to Director Nagel's comment.

A member of the public commented that the KFPD board shouldn't attempt to satisfy KPPCSD board members' priorities on this agenda item. Another member of the public provided their opinion on the layouts included in the packet. Another member of the public commented that they see no downside to requesting a bid. Another member of the public commented on the KFPD and KPPCSD board members who ran on a platform to keep the police in the same building as the fire.

President Stein commented on the April 17, 2023 letter from the president of the KPPCSD board and the steps the KFPD board took in response. She recommended continuing this agenda item to allow KPPCSD time to respond to and further explore the KFPD's offer to collaborate on the item. Director Dommer provided historical context on the item. President Stein asked GM Morris-Mayorga to inquire if the architect would prepare a layout free of charge. GM Morris-Mayorga confirmed she would inquire and report back at a later date. Directors Nagel and Levine commented that it is disingenuous to ask Marjang to prepare a bid when the Fire and Police Chiefs are opposed to this agenda item.

There was no additional public comment.

g. Public Safety Building Project Update (02:41:49)

GM Morris-Mayorga presented the report as included in the packet.

There was no public comment or board discussion.

h. Volunteer Resident Appointment to the Emergency Preparedness Committee (00:41:10)

This agenda item was taken out of order. Director Nagel introduced Douglas Bevington as the newest volunteer appointed to this committee. President Stein confirmed this appointment.

There was no public comment.

MOTION: M/s Nagel/Watt: Motion to approve the recommendation to appoint Douglas Bevington to the Emergency Preparedness Committee.

VOTE:

Ayes: Dommer, Levine, Nagel, Stein, and Watt
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Nays: None

Absent: None

Motion passed 5-0-0

Video Time Stamped: 00:44:20

THE FOLLOWING INCLUDE CURRENT AND PRIOR MONTH REPORTS FROM ADJOURNED MEETING

9. GENERAL MANAGER'S REPORT (02:43:24)

GM Morris-Mayorga presented the report as included in the packet. President Stein asked for clarification on the process to replace retired Director Don Dommer. GM Morris-Mayorga provided this information and recommended a replacement be found within 60 days.

There was no public comment or board discussion.

MOTION: M/s Nagel/Stein: Motion to extend the meeting to 10:10 p.m.
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VOTE:

Ayes: Levine, Nagel, Stein, and Watt

Nays: None

Absent: Dommer

Motion passed 4-0-1

Video Time Stamped: 02:48:05

10. COMMITTEE REPORTS (02:48:22)

a. Emergency Preparedness Committee Meeting

Director Nagel presented the reports on the last three (3) EPC meetings as included in the packet. President Stein and Director Nagel commented on the formal and informal survey of Berkeley residents regarding the Berkeley Fire Alert Test and Siren Test. President Stein asked about the possibility of utilizing the Laguna Beach RFP in lieu of the KFPD generating its own RFP for the purchase of any LRAD systems. GM Morris-Mayorga provided this information.

b. Finance Committee Meeting

There was no report.

c. Reorganization Analysis Temporary Committee

There was no report.

d. Information Technology Temporary Committee

There was no report.

11. OUTSIDE AGENCIES REPORTS (02:54:34)

a. Contra Costa Special Districts Association

Director Nagel presented the report as included in the packet. He noted a new measure not to increase property taxes will be on the 2024 ballot. Mike McGill, the Contra Costa County District Associations's LAFCO representative, volunteered to give a presentation on the LAFCO process for consolidation at an upcoming board meeting. Director Nagel recommended the board schedule a time for McGill to give his presentation to the board.

12. ADJOURNMENT President Stein adjourned the meeting at 10:10 p.m.

The next Board of Directors meeting will occur on November 15, 2023.

MINUTES PREPARED BY: Candace Eros Diaz and Mary Morris-Mayorga

These minutes were approved at the Board Meeting of the Kensington Fire Protection District on November 15, 2023.

Attest:

Secretary of the Board