



KENSINGTON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING MINUTES

DATE/TIME: January 13, 2021 / 7:00pm

LOCATION: Via Zoom

PRESENT: Directors: President Larry Nagel, Vice-President Kevin Padian, Director Don Dommer, Director Janice Kosel, Director Julie Stein
Staff: GM Bill Hansell, Chief Michael Pigoni, Clerk Sasha Amiri-Nair

1. CALL TO ORDER/ROLL CALL:

President Nagel called the meeting to order at 7:00 p.m. and called roll.

2. PUBLIC COMMENT:

Director Stein made a comment stating that the last board meeting adjourned with items 13, 14, and 15 remaining and based on the Sturgis code, items left over from the last meeting should come up as the first item as unfinished business in the next meeting.

GM Hansell stated that he had checked the Government Code and did not see that requirement. Based on the Government Code, the meeting adjourns and the next meeting starts again and the remaining items would be put into "old business".

Director Kosel informed the Board that there were educational opportunities available at the California Special District Association in the next month, particularly Sexual Harassment, Ethics and Brown Act training.

VP Padian stated that there were 2 articles in last Saturday's SF Chronicle, one of which was about Governor Newsom wanting to invest \$1 billion for resiliency against fire across the state, which is good news. The bad news is that we do not have enough rain which means we may be up for a very dangerous year.

3. ELECTION OF BOARD SECRETARY FOR CALENDAR YEAR 2021:

MOTION: M/s Nagel/Padian: To elect Janice Kosel as Board Secretary for 2021 and close the nomination.
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VOTE: Ayes: Dommer, Kosel, Nagel, Padian, Stein - Noes: None
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Motion passed unanimously.

Video Time Stamped: 15.45

Director Stein made a point of order and stated that this motion was handled differently than last month where there were 2 separate motions and votes for Board President. GM Hansell explained that both procedures were ok and that it was not done out of order.

4. ADOPTION OF CONSENT ITEMS:

MOTION: M/s Kosel/Stein: Approve Consent Items minus Item 4.5.
VOTE: Ayes: Dommer, Kosel, Nagel, Padian, Stein - Noes: None
Motion passed unanimously. Video Time Stamped: 19.47

Director Stein pulled item 4.5.

4.5. REPORT ON BROWN ACT VIOLATION CONCERN FROM THE 12/9/20 REGULAR BOARD MEETING

MOTION: M/s Kosel/Padian: Move to postpone to next meeting pending further review of the memorandum submitted by Mary.
VOTE: Ayes: Dommer, Kosel, Nagel, Padian, Stein - Noes: None
Motion passed unanimously. Video Time Stamped: 21.00

Director Stein stated that there were inaccuracies in the report. She would like the information to be double checked and corrected if they were inaccurate. Her other concern was that the report seemed to convey the impression that her concern in contacting the Interim GM was that she was in violation of the Brown Act, which was not the case. Her questions were what she should do if a Brown Act violation had occurred and was also looking for guidance as to how to hold the vote on a matter which she was concerned was that a Brown Act violation had occurred and she never received a response to that.

5. 2020 PRESIDENT'S REPORT:

Director Stein stated in her report that she wanted to recommend scheduling a Brown Act refresher for the Board and thought it would be best for everyone to hear the same information at the same time. She also made an inventory of enhancements in the administrative functions that took place in the calendar year of 2020 and one of her overall summary statements that she would make was that they went from a manual function District to a District that was now able to function electronically and remotely and if these enhancements had not been made the District would have been in terrible shape.

President Nagel thanked Director Stein for her service, time, and energy for being President. Director Stein thanked him in return. VP Padian seconded President Nagel's thoughts and thanked her. Director Stein thanked VP Padian as well and noted that it was because of his dedicated support that they were able to find an Interim GM and a permanent GM for the District. Director Dommer thanked her as well.

6. BOARD REPORTS:

Director Stein reported the one thing she hoped would not be lost from the last Finance Committee meeting was that working with Mary and recording her timesheets gives the Board a sense of which programmatic areas she spent most of her time on. She stated that Mary did a great job classifying it into General Administration, various committees, PSB. If the District needs to create a job analysis on how a GM may spend their time for the District, they have good information to base it off of.

Director Stein also reported that she had an interest in the bank account report because based on her experience last year it was very time consuming once the Finance Committee changed, basically to turn over the authorities with the bank. She also mentioned that she still has the ATM card, a payment fob, and online banking access. Stein thought it would be best for only the Finance Committee members to have these items and that she will be turning everything in to the bank in the next few days and wanted to give GM Hansell a heads so that he could effect a transition of that capability.

7.1 JOINT KFPD/KPPCSD MANAGEMENT REPORT ON PUBLIC SAFETY BUILDING

OPTIONS:

MOTION: M/s Padian/Stein: To have a meeting with all Board Members from both Boards
VOTE: Ayes: Dommer, Kosel, Nagel Padian, Stein - Noes: None
Motion passed unanimously. Video Time Stamped: 40.05

GM Hansell began the discussion first by thanking Bill Lindsay and the Chiefs for working on all of this together and stated that the recommendation was to receive this report and to direct staff to schedule a public meeting consisting of 2 members of the KPPCSD and the KFPD Boards to review the project and continue work.

Public Comments that were emailed in to the District were read out loud and live public comments were received as well.

MOTION: M/s Kosel/Padian: To accept the joint report of Bill Lindsay and Bill Hansell.
VOTE: Ayes: Dommer, Kosel, Nagel Padian, Stein - Noes: None
Motion passed unanimously. Video Time Stamped: 1.22.13

Director Stein stated that she would like to suggest that the Board have an opportunity to speak directly with the Police Chief about his concerns and would also like GM Hansell to repeat the \$7-8 million option that included rental space and the 2-stage approval plan.

GM Hansell stated that he had hoped that both Manager Lindsay and Chief Schuld would attend and be a part of this discussion but their concern was that they might be ahead of the KPPCSD Board. They did not feel comfortable making representations before the joint meeting so the direct response would be given at that date. In terms of expanding the report to include additional comments, GM Hansell was trying to elaborate what the alternatives might be. The nature of those alternatives is essentially some other type of approach that recognizes that the square footage of the building does not seem to fit the needs of both departments. That discussion would be part of the joint meeting. It was repeatedly stated in the managers' and chiefs' meetings that if both Boards insisted on or required to continue to have a shared space, then staff would implement that option. Regarding the core and shell permit idea, we could be making progress on the approval side which is done all the time in commercial projects where the occupancy is irrelevant to the exterior work which involves the engineering scope. He explained that the District would get better pricing and have a better understanding of what the cost would be for occupancy with this approach while shortening the schedule time.

Director Stein asked about the authorization for the work. GM Hansell noted that it was within the scope of the GM's duties and no additional funds were spent on the architects. Director Kosel complimented GM Hansell for his work on providing alternatives that had not been considered before. Director Padian is in favor of accepting the report and noted it is going to be very difficult to fit both departments in the existing space. We need to make good on both Police and Fire but are fighting the constraints of the space. Ideas are being shared in the community for other options to solve the problem.

Public comments were made.

Director Stein asked Director Dommer why there had been a change to the opinion on the shared layout. Director Dommer noted that the Police Department has expanded and, for Fire, there are additional space requirements. Operations on both sides have grown to a size that won't fit in the building.

7.2 BANK RESOLUTION/SIGNATURE UPDATES:

GM Hansell explained that the resolution was for getting new signatures from the Finance Committee members and the GM and to return it to Mechanics Bank to get access to the full account. Director Stein stated that the Board should be fully informed that if they were to all sign the Mechanics Bank document, it then gives anyone the opportunity to go rogue and withdraw money from the account and was surprised that there was not a board action endorsing the change.

8. FIRE CHIEF'S REPORT:

Chief Pigoni went over the incident reports and calls that came in for the month and the averages for the year. He stated that COVID-19 vaccinations have begun for the District and that the holiday meals were very much appreciated. He reported that Toys for Tots was a total success again and also reiterated the direct number to call from a cell phone in case of an emergency.

9. BOARD COMMITTEE ASSIGNMENTS & REPRESENTATIVES TO OUTSIDE AGENCIES:

MOTION: M/s Kosel/Padian: To Approve Kosel & Nagel for the Finance Committee with Kosel as Chair. - To Approve Padian & Nagel for the EPC with Padian as Chair. - To dissolve the Building Committee unless otherwise suggested by the GM.	
VOTE: Ayes: Dommer, Kosel, Nagel Padian, Stein - Noes: None	
Motion passed unanimously.	Video Time Stamped: 2.18.49

MOTION: M/s Kosel/Padian: To Approve President Nagel as the representative of the CCCSDA	
VOTE: Ayes: Dommer, Kosel, Nagel Padian, Stein - Noes: None	
Motion passed unanimously.	Video Time Stamped: 2.21.45

10. PRESIDENT'S REPORT:

President Nagel wanted to emphasize 2 things that he was concerned about, one of which would be Kensington being consumed by wildfire and, therefore, getting an evacuation set in place in case of wildfire. It's his goal and the Board's goal to have an evacuation drill set before the next fire season. His second concern was solving the PSB situation.

11. GENERAL MANAGER'S REPORT:

GM Hansell stated that it has been an intensive couple of weeks and thanked Mary, Sasha and Robert for all of their help with his onboarding and the Board packet/agenda. He also stated that there will be a special meeting next week regarding the GM's and Board's priorities as well as Brown Act training.

12. BOARD REPORTS:

VP Padian gave a report on the EPC meeting and how they discussed priorities for the District, the long-term projected expenses, and roles.

MOTION: M/s Kosel/Padian: To Move all volunteers for the EPC for the calendar year of 2020 be reappointed to 2021.	
VOTE: Ayes: Kosel, Nagel Padian, Stein - Noes: None - Absent: Dommer	
Motion passed 4-0-1	Video Time Stamped: 2.37.21

President Nagel gave his report from his July 13, Sept. 21 and Nov. 16 CCSDA meetings.

Director Kosel stated that she was reappointed by the California Special District's Association to her committees and the initial 2021 meeting will be in the first week of February.

ADJOURNMENT: The meeting was adjourned at 9:43 p.m.

MINUTES PREPARED BY: Sasha Amiri-Nair

These minutes were approved at the regular Board Meeting of the Kensington Fire Protection District on February 10, 2021.

Attest:

Sasha Amiri-Nair
Board Secretary