

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

Date of Meeting: October 9, 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).

6:00 p.m. **CALL TO ORDER**
Directors: Dom Dommer, Janice Kosel, Laurence Nagel, Kevin Padian and Julie Stein

ANNOUNCE CLOSED SESSION

PUBLIC EMPLOYEE APPOINTMENT
(Pursuant to Gov't Code section 54957)
Title: Interim District Manager

PUBLIC EMPLOYEE APPOINTMENT
(Pursuant to Gov't Code section 54957)
Title: District Manager

RECESS TO CLOSED SESSION

Approx. **RECONVENE BOARD MEETING**
7:00 p.m.

POSSIBLE REPORT OUT OF CLOSED SESSION

1. **ADOPTION OF CONSENT ITEMS.** Items 3, 4, 5 & 6
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 regular meeting of August 14, 2019 (APPROVE)
- CC 4. **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** September 2019 (ACCEPT)
- CC 5. **APPROVAL OF MONTHLY FINANCIAL REPORT.** August/September 2019 (APPROVE)

CC 6. **APPROVAL OF MONTHLY TRANSMITTAL #4.** October 2019 (APPROVE)

NEW BUSINESS

7. Evacuation Notification Update and Polygon Project Completion Presentation by Battalion Chief Joseph Grupalo
8. Cost Estimate for Public Safety Building Renovation from Mack5 dated October 4, 2019
9. Engagement Letter from RossDrulisCusenbery Architecture to represent KFPD in meetings with the Department of State Architect and to attend and present at 11/16/19 public forum (ACTION)
10. Proposal from RossDrulisCusenbery Architecture for Extra Services Temporary Fire Station Site Feasibility Study in the amount of \$39,380 (ACTION)
11. Proposal for Concept Phase Cost Estimate for Temporary Facility from Mack5 in the amount of \$2,000 (ACTION)
12. Proposed Purchase and Mounting of Fire Danger Today signs for the Arlington median and intersection of Beloit and Grizzly Peak (ACTION)
13. Proposed Procedure for Setting Board Meeting Agendas submitted by Padian (ACTION)
14. Proposed Procedure for Handling Correspondence Received by the District submitted by Padian (ACTION)
15. **FIRE CHIEF'S REPORT**
 - a. Review of operations.
 - b. Regional issues and developments.
16. **PRESIDENT'S REPORT**
 - a. Reminder - Open House including Contract Signing Celebration – 10/12/19

17. **BOARD REPORTS**

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

- a. Emergency Preparedness Committee (Padian/Nagel): Minutes of 8/28/19 meeting; report on 9/26/19 meeting
- b. Organization Committee: Public meeting on 11/16/19, 9 to 11 a.m.; Open House Tours on 11/9/19 10 am to 12 noon
- c. Diablo Fire Safe Council Representative (Nagel, Staff)
- d. East Bay Regional Parks District Liaison (Nagel)
- e. California Special Districts Association Representatives:
 - i. County (Nagel): Next meeting October 21, 2019; October quarterly newsletter
 - ii. State Professional Development and Membership Services Committees (Kosel)

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, November 13, 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 11/13/19 is Wednesday, 10/30/19 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 11/6/19 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