

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

Date of Meeting: February 13, 2019  
Time of Public Meeting: 7:00 p.m.  
Place of Meeting: **Kensington Public Safety Building**  
217Arlington Avenue, Kensington, CA 94707

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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](http://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**

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 regular meeting of January 9, 2019 (APPROVE)

CC      4.      **APPROVAL OF MONTHLY FINANCIAL REPORT.** December 2018/January 2019 (APPROVE)

CC      5.      **APPROVAL OF MONTHLY TRANSMITTAL #8.** February 2019 (APPROVE)

CC      6.      **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** January 2019 (ACCEPT)

CC      7.      **ACCEPTANCE OF ACTUARIAL VALUATION** Measurement Date June 30, 2017, revised January 30, 2019 (ACCEPT)

**PRESENTATION**

8.      Contra Costa County Emergency Planning Guidelines: Introduction by Emergency Planning Coordinator Meredith Gerhardt, Office of the Sheriff, Emergency Services Division

**NEW BUSINESS**

9. Review and Accept Fiscal Year 17-18 Financial Statements and Independent Auditor's Report presentation by Bilal Milak, MUN CPAs (ACTION)
10. **FIRE CHIEF'S REPORT**
  - a. Review of operations.
  - b. Regional issues and developments.
11. **PRESIDENT'S REPORT**
  - a. El Cerrito Contract Negotiation Committee Appointment: Stein and Dommer

**NEW BUSINESS CONTINUED**

12. Proposed Amendments to Policy 1140: Committees of the Board of Directors submitted by Padian (First reading for review, Policy 1010.30)
13. Discussion on Whether Board Wants to Amend Policy 1020: Code of Conduct requested by Kosel

**14. BOARD REPORTS**

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

- a. Finance Standing Committee (Stein, Dommer): Report on January 29, 2019 meeting; draft May 31, 2018 minutes
- b. Building Committee (Dommer, Nagel)
- c. Emergency Preparedness Committee (Padian, Nagel): Email from Cambridge Avenue Citizens for Wildfire Readiness and Response dated 1/26/19 and response from President Stein dated 1/28/19
- d. Demonstration Garden Committee (Kosel, Staff):
- e. California Special Districts Association Representatives:
  - i. County (Nagel): Quarterly Meeting Minutes of January 28, 2019
  - ii. State Professional Development and Membership Services Committees (Kosel)
- f. Diablo Fire Safe Council Representative (Nagel, Staff): Report on January 17, 2019 meeting
- g. East Bay Regional Parks District Liaison (Nagel)

**Correspondence:** Holiday greetings from 41 Highland; Goodbye email from Battalion Chief Larry Carr dated 12/28/19; Email from John Gaccione, et al dated 2/2/19 and response from President Stein dated 2/2/19; Email from Gail Feldman, KPOA dated 2/7/19; Email from Garen Corbett dated 2/7/19; Email from Charles Toombs dated 2/7/19; Email from Lillian Braudy dated 2/7/19; Email from Griffin Dix dated 2/7/19; Email from Christine Ford dated 2/7/19; Email from Bob Glidden dated 2/7/19; Record of conversation with Mary Hammond dated 2/7/19; Email from Marilyn Stollon dated 2/7/19; Email from Mary Chafe-Powles; Email from Valerie Meyers dated 2/7/19

**ADJOURNMENT.** The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, March 13, 2019, at 7:00 p.m. at the Kensington Public Safety Building, 217 Arlington Avenue, Kensington, CA 94707.

The deadline for agenda items to be included in the Board packet for the next regular meeting of 3/13/19 is Wednesday, 2/27/19 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 3/6/19 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