Kensington Police Protection and Community Services District
10940 San Pablo Avenue
El Cerrito, CA 94530

KENSINGTON FIRE PROTECTION DISTRICT
217 Arlington Avenue
Kensington, CA 94707

DATE: August 12, 2025 Agenda Item 06

TO: Board of Directors

RE: Board member participation on KCSD Committees

SUBMITTED BY: David Aranda, KPPCSD Interim General Manager
Mary A. Morris-Mayorga, KFPD General Manager

Recommended Action
Staff recommends that the Board consider a fresh start for board member participation on KCSD Committees and request that Board members submit their interest to the Board Presidents for appointment at the October meeting.

Background
Currently, KFPD has two standing committees with the following purpose and members (policy attached):

Finance Committee
The Board's standing Finance Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.
Board Members: KFPD Secretary Rick Artis and KFPD Director Jim Watt

Emergency Preparedness Committee
The Board's standing Emergency Preparedness Committee shall be concerned with (1) recommendations for allocations of effort and funding of initiatives to make Kensington safer from potential civic emergencies, using a multi-hazard approach; (2) identifying opportunities for articulation with community members and other agencies to reduce risk and enhance evacuation procedures and public safety; (3) development of public education initiatives to accomplish the first two goals; (4) articulation with the KPPCSD standing committee on Emergency Preparedness, as well as other Local, County, and State agencies, to achieve the previous goal.

The EPC has a current Work Plan (attached) with the most recent presentation available here: EPC Work Plan Goals Report - 04/24/2025.
Board Members: KFPD Vice President Danielle Madugo and KFPD Director Rodney Paul
Public Members: KPPCSD President David Spath, Douglas Bevington, Lisa Caronna, Don Dommer, Katie Gluck, Adrianne Johnson, Peter Liddell, Annette McCoubrey, Paul Moss

In accordance with the resolutions filed with LAFCO, committees will need to be reappointed:

> h. Standing Committees. The Kensington Fire Protection Districts' standing committees entitled, "The Finance Committee" and "The Emergency Preparedness Committee," shall continue in existence under the Kensington Community Services District, with the membership of those committees to be appointed by its full Board of Directors following the reorganization.

Appointing the Board members in October will allow the committees the opportunity to provide input for future policy. Both committees are subject to the Brown Act so members of the public are welcome to attend and provide input even if they are not part of the committee.

Fiscal Impact
The fiscal impact is directly related to the size of a committee since the more members that are on a committee the more staff time that is utilized in coordinating meeting attendance, FPPC filings, etc.

Attachments:
KFPD Policy 1140 – Committees of the Board of Directors
2025 Emergency Preparedness Committee Work Plan

Policy 1140 – Committees of the Board of Directors

Last Revision Date 05/01/2018

1140.10 The Board President shall appoint such temporary committees as may be deemed necessary or advisable by President and/or the Board. The purpose of a temporary advisory committee and the time allowed to accomplish that purpose shall be outlined at the time of appointment. A temporary advisory committee shall be considered dissolved when its purpose has been accomplished or when the timeframe for its existence has expired, whichever occurs first.

1140.11 A temporary advisory committee shall be comprised solely of members of the Board, and shall consist of less than a majority of Board members.

1140.12 A temporary advisory committee may make recommendations to the Board. The Board may not delegate any decision-making power to a temporary advisory committee.

1140.13 A temporary advisory committee shall meet on an as-needed basis and shall not have a meeting schedule fixed by resolution or formal action of the Board.

1140.20 The following shall be standing committees of the Board:

1140.21 A Finance Committee composed of two members of the Board of Directors.

1140.22 An Emergency Preparedness and Warning Systems Committee composed of two members of the Board of Directors, plus a supplemental number of members of the public as needed to fulfill the mission of the committee.

1140.30 The Board President shall appoint and publicly announce the Board members of the standing committees for the ensuing year at the Board's regular meeting in January, subject to approval of the Board.

1140.31 New standing committees may be formed and announced at any time during the calendar year, subject to approval of the Board.

1140.32 Standing committees attain a quorum when a simple majority of the committee members are present.

1140.33 The President may appoint or remove members of the public at any time, subject to approval of the Board.

1140.40 All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors.

1140.50 The Board's standing Finance Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.

1140.60. The Board's standing Emergency Preparedness Committee shall be concerned with (1) recommendations for allocations of effort and funding of initiatives to make Kensington safer from potential civic emergencies, using a multi-hazard approach; (2) identifying opportunities for articulation with community members and other agencies to reduce risk and enhance evacuation procedures and public safety; (3) development of public education initiatives to accomplish the first two goals; (4) articulation with the KPPCSD standing committee on Emergency Preparedness, as well as other Local, County, and State agencies, to achieve the previous goal.

KENSINGTON FIRE PROTECTION DISTRICT
Emergency Preparedness Committee
January 23, 2025

Approved by KFPD Board of Directors on February 19, 2025

2025 Emergency Preparedness Committee Work Plan		
Planned Projects	**Questions/Resources Needed**	**Action Steps**
1. Red Flag Parking Pilot Program - adopt a program based on the success of the El Cerrito Pilot to raise awareness and improve evacuation readiness.	● Coordination needed with KPPCSD/KPD/County - establish a subcommittee	● Recommend streets
2. Continue refining and expanding the Hazardous Vegetation Removal Reimbursement Grant.	● Plant types/photos	● Promote
3. Develop and promote specific action items for House Hardening to citizens (e.g. fire screens, etc.)	● Public outreach	● Recommendations
4. Address hazardous vegetation on fire evacuation routes.	● County-right of way	● TBD
5. Firewise development - to support Block Party organizations	● TBD	● TBD
6. Determine next steps for Long Range Acoustic Devices (LRADs).	● TBD	● TBD
7. Evacuation Drills/Guidelines and Communication Plan	● TBD	● Communicate hazards