



**KENSINGTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES**

These minutes will be supplemented by transcription software.

DATE/TIME: December 18, 2024 7:00PM
LOCATION: Kensington Community Center, 59 Arlington Avenue, Kensington (and hybrid)
PRESENT: Directors: President Daniel Levine, Vice President Danielle Madugo, Secretary Rick Artis, Director Julie Stein, Director Jim Watt
Staff: General Manager Mary Morris-Mayorga
Fire Chief Eric Saylor
ABSENT: Staff: None

1. CALL TO ORDER/ROLL CALL

President Daniel Levine called the meeting to order at 7:03 p.m. and confirmed the roll call.

2. PUBLIC COMMENT (00:00:45)

3. Oath of Office (00:04:07)

4. Public Hearing

a. Adoption of Resolution 2024-12 Confirming the Costs of Abatement Report for Public Conditions, Weeds, and Flammable Materials and Authorizing Related Actions

(00:06:53)

Moved/Seconded: Vice President Madugo/ Director Watt
Action: Approved Resolution 2024-12 Confirming the Costs of Abatement Report for Public Conditions, Weeds, and Flammable Materials and Authorizing Related Actions. **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Stein, Director Watt **Noes:** None
Abstain: None **Absent:** None

Video Time Stamped: 00:15:49)

5. ADOPTION OF CONSENT ITEMS (00:17:12)

- a. Approval of Minutes** of the regular meeting of 11/20/2024
- b. Acceptance of Incident Activity Report** November 2024
- c. Approval of Monthly Transmittal** 12/18/2024
- d. Approval of Monthly Financial Reports** 11/30/2024

Moved/Seconded: Vice President Madugo/Director Stein
Action: Approved adopting Consent Item B. **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Stein, Director Watt **Noes:** None **Abstain:** None **Absent:** None

Video Time Stamped: 00:18:05

Moved/Seconded: Vice President Madugo/Director Stein
Action: Approved adopting Consent Item A. **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Stein, Director Watt **Noes:** None **Abstain:** None **Absent:** None

Video Time Stamped: 00:19:59

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<p>Moved/Seconded: Vice President Madugo/President Levine Action: Approved adopting Consent Item C. Ayes: President Levine, Vice President Madugo, Secretary Artis, Director Stein, Director Watt Noes: None Abstain: None Absent: None Video Time Stamped: 00:35:46</p>

<p>Moved/Seconded: Vice President Madugo/Director Watt Action: Approved adopting Consent Item D. Ayes: President Levine, Vice President Madugo, Secretary Artis, Director Stein, Director Watt Noes: None Abstain: None Absent: None Video Time Stamped: 01:18:48</p>
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- 6. **Fire Chief’s Report** (01:19:31)
- 7. **General Manager’s Report** (01:27:25)
- 8. **Emergency Prep Coordinator’s Report** (01:30:47)
- 9. **Public Safety Building Project Update** (01:38:56)

10. OLD BUSINESS – None

11. NEW BUSINESS

a. Election of Officers for Calendar Year 2025

<p>Moved/Seconded: Vice President Madugo/Director Artis Action: Approve Daniel Levine as President Ayes: President Levine, Vice President Madugo, Secretary Artis, Director Watt Noes: Director Stein Abstain: None Absent: None Video Time Stamped: 01:41:48</p>
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<p>Moved/Seconded: President Levine/Director Artis Action: Approve Danielle Madugo as Vice President Ayes: President Levine, Vice President Madugo, Secretary Artis, Director Stein, Director Watt Noes: None Abstain: None Absent: None Video Time Stamped: 01:44:15</p>
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<p>Moved/Seconded: President Levine/ Vice President Madugo Action: Approve Dean “Rick” Artis as Secretary Ayes: President Levine, Vice President Madugo, Secretary Artis, Director Stein, Director Watt Noes: None Abstain: None Absent: None Video Time Stamped: 01:45:13</p>

b. General Manager Position Description, Goals, and Key Performance Indicators

<p>- No Action Taken. Video Time Stamped: 01:45:36</p>

c. Budget Amendment to fund finance position as approved by the Board in 2020

<p>Moved/Seconded: Vice President Madugo/Secretary Artis Action: Approve the budget amendment in the amount of \$25,190.00 to fund the finance position Ayes: President Levine, Vice President Madugo, Secretary Artis, Director Stein, Director Watt Noes: None Abstain: None Absent: None Video Time Stamped: 02:12:06</p>

d. Consulting contract for Tim Barry to include EBRPFD partnership

<p>Moved/Seconded: Vice President Madugo/Director Artis Action: Approve a consulting agreement with Tim Barry for work on EBRPD partnership and the related budget amendment in the amount of \$40,320.</p>
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Motion withdrawn

<p>Video Time Stamped: 02:18:56 Video Time Stamped: 02:46:07</p>

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- e. Discussion with East Bay Regional Park on fuel reductions along the Kensington/Tiden interface, and allocations of \$150,000 in FY 24-25 to expedite fuel reduction**

- No Action Taken.

Video Time Stamped: 02:48:42

- f. Report on CSDA Leadership Academy**

- No Action Taken.

Video Time Stamped: 02:55:32

- g. Update Policy Handbook Number 1150.60 to read "The General Manager may transfer budgeted amounts or increase or decrease existing expenditures so long as the Board approves these modifications."**

- No Action Taken.

Video Time Stamped: 03:11:23

12. COMMITTEE REPORTS (03:10:35)

- a. Emergency Preparedness Committee Meeting – none**
- b. Finance Committee Meeting – none**
- c. Consolidation/Reorganization Ad Hoc Committee – none**

13. OUTSIDE AGENCIES REPORTS

- a. Contra Costa Special Districts Association – Levine No report**

14. ADJOURNMENT: The meeting adjourned at 10:30 p.m.

MINUTES PREPARED BY: Raychel Jackson and Mary Morris-Mayorga

These minutes were approved at the Board Meeting of the Kensington Fire Protection District on January 15, 2025.

Attest:

Signed by:

Dean Richard Artis

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Secretary of the Board