



**KENSINGTON COMMUNITY SERVICE DISTRICT**  
SPECIAL MEETING OF THE EMERGENCY PREPAREDNESS COMMITTEE

AGENDA

Thursday, January 08, 2026, 4:00 p.m.- 5:00 p.m.  
Kensington Community Center - Meeting Room 3,  
59 Arlington Avenue, Kensington, CA 94707 (and hybrid)

**How to Submit Public Comments:**

Prior to the meeting: Members of the public may submit public comment by emailing the Chair and Board Clerk by emailing: [public.comment@kensingtonfire.org](mailto:public.comment@kensingtonfire.org). by two hours prior to the meeting start time. Such comments will be noted as received and their contents orally summarized; however, if you attend the meeting, you will need to make your comment during the meeting.

During the meeting: Public comment will be taken on each agenda item, and comment on issues not on the agenda will be taken at the beginning of the meeting (*regular meetings only*). Members of the public who attend the meeting either in-person or via Zoom are allowed to provide public comment verbally with a maximum allowance of 3 minutes per individual comment, subject to the Chair's discretion. Each member of the public will be allotted the same maximum number of minutes to speak as set by the Chair, except that public speakers using interpretation assistance will be allowed to testify for twice the amount of the public testimony time limit (California Government Code section 54954.3(a)).

*In-person:* At points in the meeting when the meeting chair requests public comment, members of the public participating in-person can simply raise their hand to be recognized.

*Via Zoom:* If participating via internet, please click the "raise hand" feature located within the Zoom application screen. If connected via telephone, please dial "\*9" (star, nine).

**Accommodations:** To enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1), if you need special assistance to participate, please email [public.comment@kensingtonfire.org](mailto:public.comment@kensingtonfire.org) 48 hours prior to the meeting.

**Agenda and supplemental materials:** This agenda is available on the KFPD website under the relevant meeting date: <https://www.kensingtonfire.org/emergency-preparedness-committee>. Please note that supplemental materials will be posted on the website with the agenda as soon as they are available prior to the meeting. Additional information and/or materials may be presented at the meeting itself.

**PLEASE NOTE:** The District will use Zoom to allow virtual access to this meeting. This additional means of access is provided as a courtesy to the public and is not required by law. The meeting will continue to be conducted at the physical address provided above regardless of any interruption or failure of the Zoom transmission.

**Hybrid Meeting Option Internet Address:**

<https://us02web.zoom.us/j/81070564068?pwd=vcc732MYN4FCk31OgBD52ZmgIT90Vk.1>

**Telephone Access:**

(669) 444-9171

**Zoom Webinar ID:** 810 7056 4068

**Passcode:** 744074

**1. CALL TO ORDER/ROLL CALL**

Directors: Director Madugo, Director Paul, Director Spath and Director Watt  
Staff: Interim General Manager David Aranda  
Consultants: Mary Morris-Mayorga  
Raychel Jackson  
Johnny Valenzuela, Emergency Preparedness Coordinator

**2. PUBLIC COMMENT**

Under “Public Comment,” the public may address the Committee on any subject not listed on the agenda. Please address your comments to the Committee and not to staff and/or the audience. Each speaker may address the Committee once under Public Comment for a limit of three minutes. The public will be given an opportunity to speak on each agenda item and once the public comment portion of any item on this agenda has been closed by the Committee, no further comment from the public will be permitted unless authorized by the Committee. The Committee cannot act on items not listed on the agenda and, therefore, cannot respond to non-agenda issues brought up under Public Comment other than to provide general information. Committee members will also have an opportunity to comment on items not on the agenda.

**3. ADOPTION OF CONSENT ITEMS**

a. **Approval of Minutes** for the meeting on November 13, 2025

**4. OLD BUSINESS – None**

**5. NEW BUSINESS**

- a. **Review public member Emergency Preparedness Committee applications for Board approval**
- b. **Review and approve final Emergency Preparedness Committee protocols**

**6. FUTURE AGENDA ITEMS**

The list of future agenda items discussed during the meeting will be summarized here.

**7. ADJOURNMENT**

The next regular meeting of the Emergency Preparedness Committee of the Kensington Community Service District is scheduled for February 12, 2026 at 4:00pm in person (Committee members) at the Kensington Community Center with hybrid option for attendees (guest speakers, public), unless noticed otherwise per the Brown Act.



**KENSINGTON FIRE PROTECTION DISTRICT  
EMERGENCY PREPAREDNESS COMMITTEE  
REGULAR MEETING MINUTES**

**DATE/TIME:** November 13, 2025, 4:00PM

**Agenda Item 03a**

**LOCATION:** Kensington Community Center, 59 Arlington Avenue, Kensington (and hybrid)

**PRESENT:** Directors: Director Madugo, Director Paul, Director Spath and Director Watt  
Staff: Interim General Manager David Aranda  
Consultants: Mary Morris-Mayorga  
Clerk Raychel Jackson  
Emergency Preparedness Coordinator Johnny Valenzuela

**1. CALL TO ORDER/ROLL CALL**

Director Madugo called the regular meeting to order at 4:01 p.m. and confirmed the roll call.

**2. PUBLIC COMMENT (00:13:12)**

**3. ADOPTION OF CONSENT ITEMS**

a. **Approval of Minutes** EPC regular meeting: 08/28/2025

**Moved/Seconded:** Paul / Spath **Action:** Approved minutes of the 08/28/2025 meeting **Ayes:** Paul, Madugo, Spath, Watt **Noes:** None **Abstain:** None **Absent:** None **Video Time Stamped:** 00:13:55

**4. OLD BUSINESS**

**5. NEW BUSINESS**

a. **Review and discuss the composition of the Emergency Preparedness Committee**

**Moved/Seconded:** Spath / Watt **Action:** to add 5 public spaces to the EPC committee **Ayes:** Paul, Spath, Watt **Noes:** Madugo **Abstain:** None **Absent:** None **Video Time Stamped:** 01:18:31

b. **Review and provide input on draft Emergency Preparedness Committee Protocols**

**Moved/Seconded:** Madugo / Paul **Action:** Monthly meetings in the first quarter and every other month in the second quarter **Ayes:** Paul, Madugo, Spath, Watt **Noes:** None **Abstain:** None **Absent:** None **Video Time Stamped:** 01:48:00

**6. FUTURE AGENDA ITEM**

**7. ADJOURNMENT:** Vice President Madugo adjourned the meeting at 5:58 p.m.

The next regular meeting of the Emergency Preparedness Committee of the Kensington Fire Protection District has been cancelled until the consolidation with new board of Kensington Community Service District has scheduled a meeting.

MINUTES PREPARED BY: Raychel Jackson

These minutes were approved at the Emergency Preparedness Committee Meeting of the Kensington Fire Protection District on January 8, 2026.

**Attest:** \_\_\_\_\_  
**Emergency Preparedness Committee Member**



**KENSINGTON COMMUNITY SERVICES DISTRICT**

**Application to Serve on the KCSD EMERGENCY PREPAREDNESS COMMITTEE**

Please review the attached Emergency Preparedness Committee Protocols (draft) and Board and Committee Member Remote Meeting Attendance

Name: \_\_\_\_\_ Date: \_\_\_\_\_

*(Please do not supply private contact information; this document is accessible to the public.)*

I am a Kensington resident aged 18 or over

**Areas of interest (check all that apply):**

- Evacuation preparation
- Emergency notification (remote sensing/cameras, sirens, cell towers, radios, phones)
- Path ownership, clearing, etc.
- Collaboration and coordination with other agencies (County, Parks, FireSafe Councils, other towns)
- Hazard mitigation (education about hazardous plants, house-hardening, etc.)
- CERT training and network formation
- Development of Firewise neighborhood designations
- Public education about emergency preparedness, earthquake and related topics
- Red Flag Day Parking Strategy
- Other \_\_\_\_\_

**Please explain your experience and current efforts in your areas of interest:**

**If named to the Committee, what goals and objectives would you recommend for the work plan?**

*Thank you for your interest. Applications will be considered annually and/or as the need arises. Committee size is limited to five (5) public members. Please email your application to [fire@kensingtonfire.org](mailto:fire@kensingtonfire.org).*

## **EXPERIENCE AND CURRENT EFFORTS IN AREAS OF INTEREST**

I have been a member of the EPC since its inception and have constantly contributed to the committee's efforts, especially with regard to emergency evacuation, resident notification mechanisms and household emergency preparation.

### Areas of Interest:

#### Evacuation Preparation:

- \* Recommended and aggressively encouraged the two BOD members of the EPC to meet with the president of the Sunset View Cemetery to open up their roads for emergency evacuation traffic per recommendations in the 2020 Kensington traffic consultants report. Those cemetery roadways are now posted as an evacuation route and are estimated to accommodate up to 30% of emergency evacuation traffic.
- \* Working with the Emergency Preparedness Coordinator and 2 other EPC members, co-authored the Kensington Emergency Evacuation brochure that encourages residents to take responsibility for preparing for and executing their own evacuation in the case of wildfire. (#)
- \* Recently participated an 8 hour FEMA class on Evacuation Planning, Strategies and Solutions (at Marin County EOC).
- \* Planned and led Lake Drive neighborhood evacuation preparedness meetings.
- \* As a member of the CCC Sheriff's Search and Rescue Team, participated in county evacuation drills (including Lafayette and Orinda).

#### Emergency Notification:

- \* Introduced the advantages of using Nixle for emergency notifications with a presentation to the KPPCSD BOD (2017). The BOD approved implementation of this system and it remains the primary local emergency notification tool used by the KCSD. (#)
- \* Personally campaigned to ensure that residents in my neighborhood (S. Lake Drive) are subscribed to CWS and the cell phone App Watch Duty alerts (93% successful). (#)
- \* Set up a Phonevite network for emergency phone notification on S. Lake Drive. (#)

#### Collaboration and Coordination with Other Agencies:

- \* As a member of the CCC Sheriff's Search and Rescue Team (17 years), responded to the Camp Fire in Paradise and two North Bay wildfires.

- \* Trained and vetted as a Wilderness Emergency Medical Responder (WEMR).
- \* Participated as an observer in Orinda Evacuation Drills and worked with their PIO to discuss efficacy and value of this type drill.
- \* Former member of the KFD volunteer fire department; trained regularly and backed up the department fire fighters as needed (mid 1980s).
- \* Member of CCC Medical Reserve Corp (2018 - present)

#### Hazard Mitigation:

- \* Worked directly with the Emergency Preparedness Coordinator and 2 other EPC members to review all applications for the Hazardous Plant Removal grant applications. (#)
- \* Along with another EPC member, researched and recommended the formation of a subgroup to pursue a vent screen grant program for Kensington residents. The subgroup is now in place and working on program details.
- \* Accompanied district fire personnel on tours of Kensington neighborhood hazard mitigation walk-throughs. (#)

#### Development of Firewise Neighborhood Designations.

- \* Council member of the Redtail Ridge Firewise Group (#)
- \* Accompanied the Emergency Preparedness Coordinator and KFD Fire Marshal at selected neighborhood block parties and emergency preparation events; assisted as needed. (#)

#### Public Education About Emergency Preparedness, Earthquakes and Related Topics.

- \* See noted (#) items above.
- \* Supplied and maintained S. Lake Drive Emergency Storage Shed (2009-2024)
- \* Organized and led annual hands-on training for the S. Lake Drive Neighborhood Emergency group (~2009-2020).

#### Red Flag Day Parking Strategy

- \* Organized and established original Red Flag day parking plan for S. Lake Drive (~2012-2020).
- \* Supporter and EPC member of Red Flag Day parking protocols subcommittee.

## **WHAT GOALS AND OBJECTIVES WOULD YOU RECOMMEND FOR THE WORK PLAN?**

\* Much thought, discussion, planning and subgroup work has been done by the subcommittees dedicated to the projects in the current work plan and I believe that all of them are important to improving the emergency preparedness of the Kensington community.

Some Specifics:

\* I strongly believe the current Kensington Elementary School (KES) Red Flag Day Closure Plan needs EPC review, discussion and possible revision. Include potential evacuation protocols. Compare to Berkeley's ridgeline wildfire evacuation plan.

\* Emphasize evacuation readiness and personal (household) planning. The Kensington public, in my opinion, does not fully recognize the seriously dangerous location of at least the upper section of Kensington relative to the threat of wildfire. Further public education on this subject is paramount.

\* A meeting with CWS representative(s) on the subject of implementing an LRAD system in Kensington seems vital to moving forward (or not!) with this proposed project. Does Kensington need to involve the county in planing and implementing an LRAD system? Consult with Berkeley fire/police on lessons learned and path forward. This project has been presented and discussed for years without any tangible forward motion.

\* Continue the Hazardous Vegetation Removal Grant Program to help reduce the fuel load in Kensington and also to raise awareness of wildfire danger.

\* Retain the House Hardening Support Program subcommittee which is in the process of establishing a vent screen grant program.

\* Retain and promote the Firewise Development program which continues to expand and I believe can play a major ground-up role in promoting wildfire danger awareness and activity in the Kensington Community (a sincere thanks to the EP Coordinator, Johnny Valenzeula for his dedicated work and successes in this area).

\* Pursue the Red Flag Day Parking Program which is turning out to be a difficult project and needs further effort to resolve the best path forward to promote resident participation.

\* Re-incorporate Earthquake Preparedness into the current EPC Workplace; establish an EPC subcommittee and specific goals including resident preparedness education.



## KENSINGTON COMMUNITY SERVICES DISTRICT

### Application to Serve on the KCS D EMERGENCY PREPAREDNESS COMMITTEE

Please review the attached Emergency Preparedness Committee Protocols (draft) and Board and Committee Member Remote Meeting Attendance

Name: Kay Blonz

Date: 12/9/25

(Please do not supply private contact information; this document is accessible to the public.)

- I am a Kensington resident aged 18 or over

#### Areas of interest (check all that apply):

- Evacuation preparation
- Emergency notification (remote sensing/cameras, sirens, cell towers, radios, phones)
- Path ownership, clearing, etc.
- Collaboration and coordination with other agencies (County, Parks, FireSafe Councils, other towns)
- Hazard mitigation (education about hazardous plants, house-hardening, etc.)
- CERT training and network formation
- Development of Firewise neighborhood designations
- Public education about emergency preparedness, earthquake and related topics
- Red Flag Day Parking Strategy
- Other \_\_\_\_\_

#### Please explain your experience and current efforts in your areas of interest:

- Established Maybeck Firewise in January 2024.
- Held 4 educational events, 2 chipping days and a fire extinguisher exchange event.
- Evaluated vehicular and pedestrian potential evacuation routes from Maybeck Firewise.
- Conducted a survey for Willamette residents to determine if the number of cars parked on the narrow street could be lessened by driveway and garage parking, how Willamette residents' felt about making the road between Purdue and Highland one way and if residents could effectively remove their cars from Willamette in the event of a red flag day.
- Transformed the 900' Purdue median from dry grass and invasive weeds into a drought tolerant landscape, which I continue to maintain with the support of Maybeck Property Owners Association.
- Persuaded Rochelle Johnson, Special Districts Manager Public Works to remove 11 dead trees and prune dead wood on the Arlington median, Kensington's only north – south evacuation route. The tree work was completed this summer.
- Lisa Coronna and I documented the poor conditions on the medians and plan to meet with Rochelle Johnson to understand and clear any obstacles that prevent the restoration of the irrigation system, the removal of the invasive weeds and the replanting of the median with a native and drought tolerant landscape.
- Successfully worked with Hilltop School Grounds Keepers for the past 5 years. With our encouragement, we have a commitment from CCCUSD to annually reduce fuel on the campus southern hillside, adjacent to our Maybeck Firewise community.
- For 30 years I have been working on my property adjacent to EBRP to remove 23 Monterey Pines and dozens of mature poison oak vines clearing the way to establish a shaded fuel break.

#### If named to the Committee, what goals and objectives would you recommend for the work plan?

- Develop an educational campaign for Kensington residents about the importance of off-street parking. Design a survey to evaluate resident's ability to park in their driveway or garage and to determine which constraints can be mitigated.
- Establish a red flag pilot program on key evacuation streets.
- Work with property owners and C.C. C. Public Works to determine which party is responsible for the removal of hazardous vegetation along evacuation routes and verify that clearance is achieved and maintained.
- Work with Public Works to restore water, remove invasive weeds and replant trees and shrubs to our 5 Arlington Medians.

*Thank you for your interest. Applications will be considered annually and/or as the need arises.*

*Committee size is limited to five (5) public members. Please email your application to*

*fire@kensingtonfire.org.*



## KENSINGTON COMMUNITY SERVICES DISTRICT

### Application to Serve on the KCSO EMERGENCY PREPAREDNESS COMMITTEE

Please review the attached Emergency Preparedness Committee Protocols (draft) and Board and Committee Member Remote Meeting Attendance

Name: Katie Gluck Date: 12/17/25

*(Please do not supply private contact information; this document is accessible to the public.)*

- I am a Kensington resident aged 18 or over

#### Areas of interest (check all that apply):

- Evacuation preparation
- Emergency notification (remote sensing/cameras, sirens, cell towers, radios, phones)
- Path ownership, clearing, etc.
- Collaboration and coordination with other agencies (County, Parks, FireSafe Councils, other towns)
- Hazard mitigation (education about hazardous plants, house-hardening, etc.)
- CERT training and network formation
- Development of Firewise neighborhood designations
- Public education about emergency preparedness, earthquake and related topics
- Red Flag Day Parking Strategy
- Other \_\_\_\_\_

#### Please explain your experience and current efforts in your areas of interest:

Member of the EPC since its inception, co-chair of the Kensington Public Safety Council (KPSC) for 11 years, Certified member of CERT since 2010, certified under the Department of Homeland Security.

Along with my colleague we wrote the previous (LHMP) Local Hazard Mitigation Plan, which was in effect for 5 years.

I have 100's of hours of FEMA training.

Have worked on acquiring the LRAD system since the beginning of the EPC.

#### If named to the Committee, what goals and objectives would you recommend for the work plan?

I hope to encourage residents to become more involved in their own safety and evacuation plans and hopefully become engaged with their neighbors along the same lines.

I am very interested in seeing that an LRAD system be acquired.

I would like to work on LRAD's and evacuation plans as well as interacting with our neighbors and exchanging thoughts and ideas.

*Thank you for your interest. Applications will be considered annually and/or as the need arises.*

*Committee size is limited to five (5) public members. Please email your application to [fire@kensingtonfire.org](mailto:fire@kensingtonfire.org).*



## KENSINGTON COMMUNITY SERVICES DISTRICT

### Application to Serve on the KCSO EMERGENCY PREPAREDNESS COMMITTEE

Please review the attached Emergency Preparedness Committee Protocols (draft) and Board and Committee Member Remote Meeting Attendance

Name: Peter Liddell Date: 12/19/25

*(Please do not supply private contact information; this document is accessible to the public.)*

- I am a Kensington resident aged 18 or over

#### Areas of interest (check all that apply):

- Evacuation preparation
- Emergency notification (remote sensing/cameras, sirens, cell towers, radios, phones)
- Path ownership, clearing, etc.
- Collaboration and coordination with other agencies (County, Parks, FireSafe Councils, other towns)
- Hazard mitigation (education about hazardous plants, house-hardening, etc.)
- CERT training and network formation
- Development of Firewise neighborhood designations
- Public education about emergency preparedness, earthquake and related topics
- Red Flag Day Parking Strategy
- Other \_\_\_\_\_

#### Please explain your experience and current efforts in your areas of interest:

I have been a member of the Emergency Preparedness Committee (EPC) since its inception.

Co-wrote the Local Hazard Mitigation Plan (LHMP)

Certified CERT since 2010

Extensive FEMA training

Co-chaired the Kensington Public Safety Council for 11 years (KPSC)

20 years with the RED Cross.

#### If named to the Committee, what goals and objectives would you recommend for the work plan?

I am interested in helping to develop a safe and efficient evacuation plan.

*Thank you for your interest. Applications will be considered annually and/or as the need arises.*

*Committee size is limited to five (5) public members. Please email your application to [fire@kensingtonfire.org](mailto:fire@kensingtonfire.org).*



**DATE:** January 8, 2026  
**TO:** Emergency Preparedness Committee  
**FROM:** David Aranda, KPPCSD Interim General Manager  
Mary A. Morris-Mayorga, Consultant  
**SUBJECT:** Review and approve Emergency Preparedness Committee Protocols

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At the November 13, 2025 Emergency Preparedness Committee (EPC) meeting, the draft EPC Protocols were reviewed with directors providing input for staff to bring back the EPC for final approval in January.

### **Emergency Preparedness Committee Protocols**

#### **Purpose**

The Emergency Preparedness Committee has been established as a standing committee by the Board of Directors for the purpose of identifying, evaluating, and facilitating solutions to civic emergencies and hazards in the Kensington Community. The committee shall: establish and update an annual work plan for Board approval which serves as the foundation of the committee's work; evaluate and recommend initiatives which support the established work plan; and other functions as referred by the Board of Directors.

#### **Composition, Appointment, and Term**

The Emergency Preparedness Committee will be comprised of four Board directors and five public members who will be appointed annually (and as vacancies occur) for a term of one year by the Board President with approval by a majority of the Board of Directors.

#### **Annual Reporting Requirement**

Public members, like Board members, will be required to file a California Form 700 Statement of Economic Interest annually with the Fair Political Practices Commission which is facilitated through the NetFile website by the Board Clerk. Failure to file this form will result in removal of a public member from the committee.

#### **Meetings and Staffing**

Meetings will be held bi-monthly on the fourth Thursday or as needed (for 2026, meetings will be held in January, February, and March, then bi-monthly beginning in May). Staff support will be provided by the General Manager (or Interim), board clerk or administrative staff/consultant, Emergency Preparedness Coordinator (consultant), and others as deemed necessary by the General Manager. Committees may not direct staff to perform specific duties unless authorized by the Board of Directors. Staff direction will be provided by the General Manager.

#### **Meeting Attendance**

Standing committees serve an important role in assisting to fulfill the District's mission and goals by supporting the work of Board of Directors. Regular meeting attendance by members is critical in establishing a meeting quorum and to the success of the committee. Members are allowed to miss two meetings per year and must notify the General Manager or their designee of the member's absence prior to the meeting, or as soon as practical. Remote attendance is possible provided that it complies with the Brown Act (see attached).

#### **Committee Authority and Recommendations**

Committee motions and recommendations shall be advisory to the Board of Directors. Committees do not have the authority to commit the District to any expenditure or obligation. Generally, committee members should reach a consensus on recommendations to present to the Board of Directors. When consensus is not reached, the committee is encouraged to work with the General Manager on a supported compromise; however, alternative recommendations can be forwarded to the Board of Directors through the General Manager for further direction if necessary.