



Agenda

Board of Directors
Kensington Police Protection
and Community Service District

Special Meeting
Thursday, April 7, 2022
Via Teleconference
7:00 p.m.

www.kppcsd.org/2022-04-07-kppcsd-board-special-meeting

The page at the URL above will have instructions on how to join the online meetings.

On September 16, 2021, the Governor signed into law AB 361. AB 361 added Section 54953(e) to the California Open Meetings Act, California Government Code 54950 et seq. (“The Brown Act”). Section 54953(e) allows District’s legislative body, the Board of Directors, to hold meetings by teleconferences during a proclaimed state of emergency subject to the Board making findings specified in Section 54953(e)(2). The Board may continue to hold teleconferenced meetings during the state of emergency so long as at least every 30 days, the Board reconsiders the state of emergency to determine if remote meetings are warranted under Section 54953(e)(3). When holding teleconferenced meetings, the Board must comply with the notice, access, public comment and other procedure requirements of Section 54953(e)(2).

Special Meeting

Call to Order

Roll Call

Special Meeting Agenda Item Public Comments

Individuals wishing to address the Board of Directors concerning any Special Meeting agenda items or on matters not already on the agenda are invited to make oral comments of up to three minutes. Please raise your hand via Zoom. When you are called on by the Board President, you will be unmuted and you can address the Board of Directors. Please state your name clearly for the audio recording. You are requested to address your comments to the President and Board of Directors and not to staff and/or the audience. By state law, the Board is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the Board, please mail or email it to the Clerk of the Board at 917 Arlington Ave., Kensington, CA 94707 or llewis@kppcsd.org.

1. **Architectural Consultant Services**

Recommended Action: Approve contracting with Swatt Miers Architects to assess, review and prepare concept designs of Building E and the Annex Building in an amount not to exceed \$9,000.
Contact: Richard J. Benson, Interim General Manager, rbenson@kppcsd.org

Adjournment to Closed Session

Closed Session Meeting

1. **Recruitment of Permanent General Manager** (Government Code § 54957(b))
Recommended Action: Receive information and discuss potential candidates.
Contact: Richard J. Benson, Interim General Manager, rbenson@kppcsd.org
2. **Conference with Real Property Negotiators** (Government Code § 54956.8)
Consider matters related to properties: Adjacent to 10900 San Pablo Ave., El Cerrito.
Agency negotiator: Interim General Manager Richard J. Benson
Under negotiation: price, terms of payment, space available.
Contact: Richard J. Benson, Interim General Manager, rbenson@kppcsd.org

Announcement from Closed Session

Adjournment

The next regular meeting will be held on April 14, 2022.

General Information

- All proceedings of the Open Session will be audio and video recorded if possible.
- Upon request, the Kensington Police Protection and Community Services District will provide written agenda materials in appropriate alternative formats or disability-related modification of disabilities to participate in public meeting. Please send written request, including your name, mailing address, phone number, and a brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be sent to Kensington Police Protection & Community Service District, 217 Arlington Ave, Kensington, CA 94707.
- To be added to the Board Agenda Mailing List, complete and submit the form at <https://www.kppcsd.org/agenda-mailing-list> or by notifying the Clerk of the Board at llewis@kppcsd.org.

Posted Agenda

Public Safety Building – Colusa Food – Arlington Kiosk and at www.kppcsd.org. Complete agenda packets are available at the Public Safety Building at 217 Arlington Avenue, Kensington, CA 94707.

All public records that relate to an open session item of a meeting of the Kensington Police Protection & Community Service District that are distributed to a majority of the Board less than 72 hours before the meeting, excluding records that are exempt from disclosure pursuant to the California Public Records Act, will be available for inspection at the **District offices, 217 Arlington Ave, Kensington, CA 94707** at the same time that those records are distributed or made available to a majority of the Board.



Date: April 7, 2022
To: Board of Directors
From: Rick Benson, Interim General Manager
Subject: Contracting with Swatt Miers Architects

Recommendation:

Approve contracting with Swatt Miers Architects to assess, review and prepare concept designs of Building E and the Annex Building for possible relocation of District offices and Police Department and authorize the Interim General Manager to sign an agreement in an amount not to exceed \$9,000.

Rationale for Recommendation:

To assess the suitability of Building E and the Annex to fill the District's need for a permanent location requires the services of a professional architect. Having worked with the District previously, Swatt Miers is familiar with the District's needs. The contractor is also well-versed in the specialized requirements for a police building.

Background:

At your Board's March 10 meeting direction was given to proceed with a review of the suitability of Building E as a possible new home for the police and district administrative offices.

Discussion:

Based on a discussion with the contractor it was determined that it would be more cost-effective to review both Building E and the Annex simultaneously.

Fiscal Impact:

The cost of the contract is \$9,000.