



Kensington Police Protection and  
Community Services District



KENSINGTON  
FIRE PROTECTION DISTRICT

**JOINT BOARD OF DIRECTORS MEETING MINUTES**

**KPPCSD and KFPD**

**Thursday, August 12, 2025**

**6:30 p.m.**

**Kensington Community Center, 59 Arlington Avenue  
Kensington, CA**

**1. Call To Order/Roll Call. [\[TS .05\]](#)**

KRPD President Daniel Levine called the meeting to order at 6:34 p.m. and confirmed the roll call.

**PRESENT:** KFPD: President Daniel Levine, Vice President Danielle Madugo  
Secretary Rick Artis, Director Jim Watt, Director Rodney Paul  
Staff: General Manager Mary Morris-Mayorga  
Executive Assistant/Board Clerk Raychel Jackson

KPPCSD: President Spath, Vice President Aquino-Fike, Director  
Duggan, Director Gough, Director Hacaj  
Staff: General Manager David Aranda

**2. Introduction of legal counsel from Best Best and Krieger. [\[TS 40:47\]](#)**

IGM Aranda introduced Joshua Nelson.

**3. Review General Manager Position Description (draft) including priorities and recent agency accomplishments. [\[TS 1:38\]](#)**

Both general managers presented highlights of the position description and board priorities. The board members presented their comments on the essential functions and the process. There was concurrence to move forward.

4. **Approve contracting for General Manager recruitment.** [\[TS 12:50\]](#)

**Moved/Seconded:** Director Hacaj/President Spath

**Action:** Approve contract with Bob Murry & Associated for General Manager Recruitment.

**Ayes:** President Spath, Vice President Aquino-Fike, Director Duggan, Director Gough, Director Hacaj; **Noes:** None; **Abstain:** None; **Absent:** None.

**Moved/Seconded:** Vice President Madugo/Director Paul

**Action:** Approve contract with Bob Murry & Associated for General Manager Recruitment

**Ayes:** President Levine, Secretary Artis, Director Paul; **Noes:** Director Watt; **Abstain:** None; **Absent:** None.

5. **Review draft consulting services agreements for transition activities and authorize Interim General Manager to sign.** [\[TS 48:22\]](#)

**Moved/Seconded:** Director Duggan/President Spath

**Action:** Approve draft consulting service agreements for transition activities and authorize Interim General Manager to sign.

**Ayes:** President Spath, Vice President Aquino-Fike, Director Duggan, Director Gough, Director Hacaj; **Noes:** None; **Abstain:** None; **Absent:** None.

**Moved/Seconded:** Vice President Madugo/Director Paul

**Action:** Supports the draft consulting service agreements for transition activities and authorize Interim General Manager to sign

**Ayes:** President Levine, Secretary Artis, Director Paul; **Noes:** Director Watt; **Abstain:** None; **Absent:** None.

6. **Board member participation on KCSD committees.** [\[TS 1:57:44\]](#)

General Managers provided background information on the two standing committees, Finance and Emergency Preparedness. Board members interested in being on a committee were asked to submit their interest to the General Managers.

7. **Proposed operations training for Board of Directors in preparation of reorganization.** [\[TS 2:04:22\]](#)

There was a proposal to have the general managers present a training session on key points about each agency. Board members supported the proposal.

8. **Pending KFPD future funding match toward Berkeley Fire Safe Council’s CalOES Hazard Mitigation Grant for "A Strategic Fuel Break Between Tilden and Wildcat Canyon Parks & Berkeley, Kensington and El Cerrito".** [\[TS 1:17:19\]](#)

Public Comment: Five members of the public made comments.

**Moved/Seconded:** Director Hacaj / Director Gough

**Action:** Approved to support funding in the amount of \$240,000 total, or \$60,000 per year for 4 years towards Berkeley Fire Safe Council’s CalOES Hazard Mitigation Grant for “A Strategic Fuel Break Between Tilden and Wildcat Canyon Parks & Berkeley, Kensington and El Cerrito”.

**Ayes:** President Spath, Vice President Aquino-Fike, Director Duggan, Director Gough, Director Hacaj; **Noes:** None; **Abstain:** None; **Absent:** None.

9. **Consider recommended KCSD Board meeting dates beginning in October 2025.** [\[TS 2:06:09\]](#)

There was consensus to hold the first meeting of the Kensington Community Services District on Thursday, October 9<sup>th</sup> at 7 p.m. and to consider future dates as part of the policy update discussions.

10. **Adjournment** [\[TS 2:12:48\]](#)

The meeting adjourned at 8:47 p.m.

These minutes were approved at the Board Meeting of the Kensington Fire Protection District on August 20, 2025.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: October 9, 2025

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David Aranda, Interim General Manager

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David Spath, President of the Board

**KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING MINUTES**

**Thursday, August 14, 2025**

**Kensington Community Center**

**59 Arlington Ave., Kensington, CA 94707**

**(In-Person & Hybrid)**

**Regular Meeting - 7:00 p.m.**

1. **Call to Order** [\[TS 0.34\]](#)

President Spath called the meeting to order at 7:03 p.m.

2. **Roll Call** [\[TS 0.43\]](#)

Vice-President Alexandra Aquino-Fike, Director Cassandra Duggan, Director Sarah Gough, Director Sylvia Hacaj, and President David Spath were present.

Staff present included Interim General Manager (IGM) David Aranda, Police Chief Mike Gancasz, and Clerk of the Board Lynelle M. Lewis.

3. **President's Comments** [\[TS 1:36\]](#)

President Spath reported that the Contra Costa County Local Agency Formation Commission held a final protest hearing on August 13<sup>th</sup> regarding the reorganization, no protests were received, and the reorganization application is official as of October 1, 2025.

Next, President Spath announced Director Duggan's resignation from the KPPCSD Board effective October 1<sup>st</sup>.

4. **Public Comment** [\[TS 0.59\]](#)

None.

**Consent Calendar** [\[TS 12:17\]](#)

- Motion by Director Hacaj, seconded by Director Duggan, to approve the Consent Calendar, carried (5-0) by the following roll call vote: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath); NOES (None); ABSTAINED (None); and ABSENT (None).

5. Approved the regular meeting minutes for July 10, 2025.

6. Received and filed the Monthly Financial Statements for June 2025 and July 2025.

7. Received and filed the Deposit Summary and Bill Payment Lists for July 2025.

## **Comments & Reports**

**8. Police Chief's Report. [\[TS 13:58\]](#)**

Police Chief Gancasz noted that his report had been submitted with the agenda packet. He highlighted areas pertaining to patrol operations, coordination activities with other agencies, and participation in community events. Board members asked questions and suggested additional outreach regarding immigrant concerns and FLOCK data.

**9. General Manager's Report. [\[TS 39:33\]](#)**

IGM Aranda noted that his report had been submitted with the agenda packet. Director Hacaj thanked Administrative Assistant Rosa Ruiz for keeping an eye on the park. Director Duggan suggested providing additional security for District equipment in the park and announced the Kensington parade in October. Director and Gough asked about the process for board input for new ordinances.

**10. Director Comments. [\[TS 44:58\]](#)**

- Director Duggan presented recommendations for the new Kensington Community Services District (i.e. disabled and elderly registry, services to seniors, addition of a social worker to the police department, more female presence in the police force, consider different opinions, and not placing the police building in the park). She noted her pride in the consolidation effort and the work on the path and also noted her departure was for health reasons.
- Director Hacaj thanked Director Duggan for her service and her diversity of opinion.
- Director Gough thanked Director Duggan for her work and commitment and for being true to her passions and perspectives.
- Linda Lipscomb thanked Director Duggan and commented that there needs to be better lighting on the side of the Community Center (by Room 3).

## **Discussion and Action**

**11. Introduction of New Police Volunteer Nolan Haynes. [\[TS 4:39\]](#)**

Police Chief Gancasz introduced Nolan Haynes as the newest police volunteer.

**12. Discussion of the Operations for Fiscal Year 2025, July 1, 2024 through June 30, 2025. [\[TS 59:06\]](#)**

IGM Aranda presented a brief overview of the operational expenses for Fiscal Year 2025 for the general fund, police department, parks, and waste management (unaudited). Board member asked questions and commented on the information.

13. **Decision to Cancel the September 11, 2025 Regular Board Meeting.** [[TS 1:07:11](#)]

- Motion by Director Hacaj, seconded by Vice-President Aquino-Fike, to cancel the September 11<sup>th</sup> regular board meeting, carried (5-0) by the following roll call vote: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath); NOES (None); ABSTAINED (None); and ABSENT (None).

14. **Quarterly Treasurer’s Report for April 2025 through June 2025.** [[TS 1:07:54](#)]

- Motion by Director Duggan, seconded by Vice-President Aquino-Fike, to receive and file the Treasurers Quarterly Report for the Police Protection and Community Services District April 1, 2025 Through June 30, 2025, carried (5-0) by the following roll call vote: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath); NOES (None); ABSTAINED (None); and ABSENT (None).

**Adjournment** [[TS 1:08:45](#)]

President Spath adjourned the meeting at 8:12 a.m.

This was the last meeting of the KPPCSD Board of Directors. The next regular meeting of the Kensington Community Services District will be held on Thursday, October 9, 2025.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: October 9, 2025

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David Aranda, Interim General Manager

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David Spath, President of the Board



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

*These minutes will be supplemented by transcription software.*

- DATE/TIME:** September 4, 2025 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 Rodney Paul  
Staff: General Manager Mary Morris-Mayorga
- ABSENT:** Director: Director Jim Watt  
Staff: Executive Assistant/Board Clerk Raychel Jackson:  
Fire Chief Eric Saylor

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

President Daniel Levine called the meeting to order at 7:13 p.m. and confirmed the roll call.

**2. ADOPTION OF CONSENT ITEMS**

- a. **Approval of Meeting Minutes** for August 20, 2025
- b. **Acceptance of Incident Activity Report** August 2025
- c. **Approval of Monthly Transmittal** 09/04/2025

**Moved/Seconded:** Vice President Madugo / Director Paul  
**Action:** Approved adopting Consent Calendar **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Paul **Noes:** None **Abstain:** None **Absent:** Director Watt  
**Video Time Stamped: 00:01:30**

**3. OLD BUSINESS**

- a. **Consider approval of a funding match toward Berkeley Fire Safe Council's CalOES Hazard Mitigation Grant for "A Strategic Fuel Break Between Tilden and Wildcat Canyon Parks & Berkeley, Kensington and El Cerrito"**

**Moved/Seconded:** Director Artis / Director Paul  
**Action:** Approved to commit a total of \$50,000 over four (4) years in matching funds towards Berkeley Fire Safe Council's CalOES Hazard Mitigation Grant **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Paul **Noes:** None **Abstain:** None **Absent:** Director Watt  
**Video Time Stamped: 00:41:08**

**4. NEW BUSINESS**

- a. **Approve Hazardous Vegetation Removal Reimbursement Grant including budget amendments (01:40:41)**

**Moved/Seconded:** Vice President Madugo / Director Paul  
**Action:** Approve the Hazardous Vegetation Removal Reimbursement Grant including budget amendments **Ayes:** President Levine, Vice President Madugo, Secretary Artis, Director Paul **Noes:** None **Abstain:** None **Absent:** Director Watt  
**Video Time Stamped: 00:44:00**

**5. COMMITTEE REPORTS (00:46:50)**

- a. **Emergency Preparedness Committee Meeting** Meeting of August 28, 2025

**6. ADJOURNMENT:** The meeting adjourned at 8:18 p.m.

MINUTES PREPARED BY: Raychel Jackson and Mary Morris-Mayorga

These minutes were approved at the Board Meeting of the Kensington Community Service District on October 9, 2025.

Attest:

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Secretary of the Board