KENSINGTON COMMUNITY SERVICES DISTRICT
Board of Directors Meeting Minutes

Thursday, June 22, 2026
Special Meeting
Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707

1. **Call to Order** [TS 2:38]

   President Sylvia Hacaj called to order the special meeting at 7:31 p.m.

2. **Roll Call** [TS 2:53]

   Present: Directors Rick Artis, Sylvia Hacaj, Sarah Gough (remote), Daniel Levine, Danielle Madugo, Rodney Paul (remote), and Jim Watt. Director Alexandra Aquino-Fike was absent.

   Staff present: Interim General Manager David Aranda and Clerk of the Board Lynelle Lewis.

3. **Special Meeting Agenda Item Public Comments** [TS 3:30]

   None.

4. **Convene to Closed Session** [TS 5:10]

   The Board convened to the closed session meeting at 7:34 p.m. for a conference with legal counsel to discuss one matter.

   [TS 7:11] President Hacaj announced that the Board gave direction to legal counsel.

Discussion and Action [TS 7:19]

5. **Consider Adoption of Resolution No. 2026-13 A Resolution of the Board of Directors of the Kensington Community Services District Ordering Even-Year Board of Directors Elections, Consolidation of Elections, Specifications of the Election Order, and Extinguishing a Board Seat**.

   IGM Aranda and General Counsel Nelson provided information regarding the options for Board consideration. Board members discussed the options for an appointment to fill the vacant board seat, terms of office that will be on 2026 November ballot, and the pros and cons of an even versus an odd number of board seats.

- Addressing the Board was: 1) Adam Bastein, Kensington resident, who expressed interest in being involved and contributing to the community; 2) Gail Feldman asked for clarification on the number of seats that would be on the upcoming ballot and expressed agreement with having an odd number of board seats ; and 3) Lin Due asked about the open seat and supported an appointment to avoid an even number of board seats.

Following a straw poll, there was Board consensus to proceed with an appointment to fill David Spath's vacant seat as soon as possible, to advertise the vacancy, and to develop a candidate questionnaire. The Board directed the Interim General Manager to begin that process, agendize the action for Board consideration, and work with the ad hoc committee of President Hacaj and Vice-President Levine to develop a candidate questionnaire. Further clarification was given that the appointed board member would serve out the current term of office through November 2026 and appointment of the new board member would happen at the August board meeting.

Next, the Board discussed revisions to the draft resolution: remove the WHEREAS regarding extinguishing the seat created by David Spath; an election to fill the remaining term of that seat as provided for in GC 1780; and define the terms of office for the candidates on the ballot (three 4-year terms and one 2-year term).

- Director Levine made a motion, seconded by Director Madugo, to adopt Resolution No. 2026-13 Ordering Even-Year Board Of Directors Elections, Consolidation Of Elections, Specifications Of The Election Order and Vacancy Plan which is the resolution as described in the board packet with the modification to delete fourth "**WHEREAS,** the Kensington Community Services District has a current board of nine directors and wishes to extinguish the seat created by David Spath's resignation and said seat was up for election in 2028 thereby reducing the current number of members to eight"; that the Kensington Community Services District has a current board of nine and wishes to fill the vacancy created by David Spath's resignation pursuant to Government Code 1780; removing the Item 1 clause from the Now Therefore Be It Resolved and add a third point for that section that the November 2026 election shall be held to choose a director for a 4-year term, director 4-year term, director 4-year term, and director 2-year term, and staff has the ability to make non-substantive edits to resolution necessary to comply with county election requirements, carried by roll call vote (7-0) as follows: (AYES) Directors Artis, Hacaj, Gough (remote), Levine, Madugo, Paul (remote), and Watt; (NOES) Gough; and (ABSENT) Director Aquino-Fike.

Adjournment [TS 58:32]

President Hacaj adjourned the meeting at 9:17 p.m. The next regular meeting of the KCSD is scheduled for Thursday, July 9, 2026.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: August 13, 2026

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David Aranda, Interim General Manager

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President Sylvia Hacaj, President of the Board

Kensington Community Services District
Board of Directors Meeting Minutes

Thursday, July 09, 2026
Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707

6:00 p.m. (Special Meeting-Closed Session)

1. **Call to Order**

   President Sylvia Hacaj called the special meeting to order at 6:36 p.m.

2. **Roll Call** [TS18:27]

   Present: Directors Alexandra Aquino-Fike, Rick Artis, Sylvia Hacaj, Sarah Gough (remote), Daniel Levine (remote), Danielle Madugo, Rodney Paul, and Jim Watt.

3. **Special Meeting Agenda Item Public Comments** [TS 18:47]

   None.

4. **Convene to Closed Session** [TS19:10]

   The Board convened to closed session to discuss one item.

7:00 p.m. (Regular Meeting)

1. **Call to Order** [TS 19:44]

   President Hacaj called the regular meeting to order at 7:00 p.m.

2. **Roll Call** [TS 19:51]

   Present: Directors Alexandra Aquino-Fike, Rick Artis, Sylvia Hacaj, Sarah Gough (remote), Daniel Levine (joined at 7:09 p.m.) Danielle Madugo, Rodney Paul, and Jim Watt.

   Staff present: Interim General Manager (IGM) David Aranda, KCSD Consultant Mary Morris-Mayorga, Chief of Police Mike Gancasz, and KCSD Consultant Raychel Jackson.

3. **Announcement from Closed Session** [TS 19:19]

   President Hacaj announced there was nothing to report except for the appointment of an ad hoc committee around a personnel matter that includes Directors Paul, Watt and Hacaj.

4. **President's Comments**

None.

5. **Public Comment** [TS 20:26]

   – Addressing the Board was Jennifer Jacobs, representing KPOA, who commented on the letter sent regarding holding another community-wide evacuation drill.

Consent Calendar [TS 23:55]

IGM Aranda pointed out that corrections had been made to the minutes.

- Director Madugo made a motion, seconded by Director Paul, to approve the Consent Calendar, carried by roll call vote (7-0-1) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Madugo, Paul, and Watt; (NOES) None; and (ABSENT) Director Levine.

6. Approved the KCSD meeting minutes of May 14 , 2026 and June 11, 2026 (as corrected).

7. Approved the bills paid and revenue received by KPPCSD and KFPD for June 2026.

8. Approved the June financials.

Police and Fire Chief's Reports

9. **Police Chief's Monthly Report**. [TS 26:27]

   Police Chief Mike Gancasz announced that the monthly report of June 2026 had been submitted. He highlighted items from the report including a significant felony arrest, results of electronic citation processing, and community events such as Pizza with the Police and Cookies with the Cops. He expressed thanks to PD volunteers Mike Logan, Walt Gill, and Nolan Haynes for their contributions to the KPD along with Benchmark Pizzeria for their hospitality and support at the Pizza with the Police event. The next Cookies with the Cops event is scheduled for July 22 at Raxakoul Coffee and Cheese.

10. **Fire Chief's Monthly Report**. [31:20]

    President Hacaj noted that the monthly reported had been submitted with the agenda packet. She urged board members to review the report and submit any questions or comments to IGM Aranda.

Discussion and Action

11. **Presentation by Ridgeline on pros and cons of an updated 10-year forecast**. [TS 32:40]

    Dmitry Semenov presented the pros and cons of preparing an updated forecast for presentation in the next month or so as opposed to waiting to present the update in Fiscal Year 2028. He cited factors that may impact financial forecasting such as having sufficient data, the hiring of a permanent general manager, negotiations with El Cerrito, and a possible new police building.

    Director Artis said he would like to see the actual to projection numbers for the consolidated district. Following discussion by board members, IGM Aranda said he and KCSD Consultant Mary Morris-Mayorga would work to prepare an actual to projections analysis for the first year of the consolidated district.

12. **Approve Resolution No. 2026-15—A Resolution of the Board of Directors of the Kensington Community Services District to Accept Grant Funds for Fiscal Year 27 From the California Highway Patrol and the Cannabis Tax Fund Grant Program (CTFGP) and Authorize the Appropriate District Staff to Execute the Necessary Agreements and Contracts Associated with This Grant**. [TS 51:06]

    Chief of Police Gancasz presented the recommended action to accept grant funds and responded to questions from the Board.

    - Director Artis made a motion, seconded by Director Paul, to approve Resolution No. 2026-15 to Accept Grant Funds for Fiscal Year 27 From the California Highway Patrol and the Cannabis Tax Fund Grant Program (CTFGP) and authorize the appropriate district staff to execute the necessary agreements and contracts associated with this grant, carried by roll call vote (8-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt; (NOES) None; and (ABSENT) None.

13. **Approval of Resolution No. 2026-14—A Resolution of the Kensington Community Services District Board of Director Expressing Appreciation to David Spath For His Contributions to the Community of Kensington**. [TS 57:28]

    IGM Aranda introduced the recommended action and President Hacaj read the resolution of appreciation. Former Director Spath expressed appreciation for the resolution, thanked IGM Aranda and staff who helped him while president, and wished the Board much success.

    - Director Hacaj made a motion, seconded by Director Artis, to approve Resolution No. 2026-14 expressing appreciation to David Spath for his contributions to the community of Kensington, carried by roll call vote (8-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt; (NOES) None; and (ABSENT) None.

14. **Proceed with the second reading and approval of Ordinance No. 2026-02 of the Kensington Community Services District Rescinding Ordinance No. 2017-01 of the Kensington Police Protection and Community Services District Adopting a Prohibition on Unauthorized**

Encroachments on District Land and Adoption Procedures, Penalties And other Remedies for Such Encroachments. [TS 1:04:41]

IGM Aranda introduced the recommended action. President Hacaj read the ordinance as required.

- Director Levine made a motion, seconded by Director Madugo, to adopt Ordinance No. 2026-02 rescinding Ordinance No. 2017-01, carried by roll call vote (8-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt; (NOES) None; and (ABSENT) None.

15. **Approve the following actions related to the vacant position on the KCSD Board of Directors: a) Accept David Spath's resignation effective June 12, 2026; b) approve posting the Notice of Vacancy of the KCSD Board of Directors and Intent to Appoint Director; and c) move forward with appointing an individual to that position by following the process as directed by the Elections Code and calling for candidates to submit their applications prior by the end of business for Friday, August 7th**. [TS 1:07:36]

President Hacaj outlined the required actions.

- Director Artis made a motion, seconded by Director Aquino-Fike, to accept David Spath's resignation effective June 12, 2026, carried by roll call vote (8-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt; (NOES) None; and (ABSENT) None.

- Director Aquino-Fike made a motion, seconded by Director Madugo, to approve the Notice of Vacancy of the KCSD Board of Directors with the corrected deadline date of Friday, August 7 for applications, carried by roll call vote (7-1) as follows: (AYES) Directors Aquino-Fike, Artis, Hacaj, Levine, Madugo, Paul, and Watt; (NOES) Gough; and (ABSENT) None.

Board members discussed the candidate questionnaire. Direction was given to IGM Aranda as follows: Question #1 is okay; Question #2 can be deleted; Question #3 is okay; Question #4 is okay; Question #5 is okay; and Delete Questions #6-10.

16. **Approve the Kensington Community Services District Salary Schedule effective July 1, 2026**. [TS 1:20:19]

- Director Levine made a motion, seconded by Director Artis, to approve the Kensington Community Services District Salary Schedule effective July 1, 2026, carried by roll call vote (8-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt; (NOES) None; and (ABSENT) None.

17. **Discussion and direction regarding the Kensington Park Wildfire Risk Assessment**. [TS 1:23:35]

IGM Aranda provided background information that was followed by board discussion.

- Addressing the Board was David Tuft, Firewise lead for Colgate Columbia, who commented on the maintenance items.

18. **Approve purchase of the modular unit that houses the Police Department for a cost not to exceed $191,000**. [TS 1:41:04]

IGM Aranda reported that the Police Department has operated from a modular unit in El Cerrito since late 2022. The District pays $5,488.80 per month in rent, with the lease up for renewal in August. He reported that after negotiations with Mobile Modular, KCSD can purchase the unit for $190,001.79, meaning the purchase would pay for itself in about three years. He also reported working with the City of El Cerrito to extend the license agreement allowing the unit to remain on City property through 2029. The unit is movable, which is an advantage. Additionally, Police Chief Gancasz confirmed that the modular unit functions well as a police station and that significant upgrades have been made. Although the purchase was not included in the capital budget, the District has sufficient funds to complete the purchase without affecting its financial operations.

Board members discussed the pros and cons of the purchase. IGM Aranda stated that he had received one email opposing the purchase.

- Director Hacaj made a motion, seconded by Director Madugo, to approve the purchase of the modular unit that houses the Police Department for an amount not to exceed $190,001, carried by roll call vote (8-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt; (NOES) None; and (ABSENT) None.

19. **Discussion regarding improvements to widen Kensington Park Road for two-way traffic and improved rainwater flow and upgrade the steps from the road to the park to include a handrail**. [TS 1:59:59]

IGM Aranda announced that Director Watt had prepared an overview of the improvements he would like to see undertaken. Director Watt presented his rationale for this request. Board members presented their views on the proposal, and the consensus was to get more information from the Fire Chief on road traffic and from contractors on maintenance and drainage issues.

Reports & Director's Comments

20. **Emergency Preparedness Coordinator's Monthly Report**. [TS 2:18:19]

    Emergency Preparedness Coordinator Johnny Valenzuela provided highlights on the Hazardous Vegetation Grant efforts, the results of the Kensington Ember Exclusion Program, Firewise recognition renewals, Fire Safe Kensington, and CERT.

21. **General Manager's Monthly Report**. [TS 2:24:11]

    IGM Aranda noted that his monthly report had been submitted in the agenda packet. He added that he had received an email from Bob Murray & Associates, the recruiter for the General Manager position, reporting that they had received applications from 12 California candidates and 1 out of state candidate. He asked about planning and staffing for an emergency evacuation drill, and following board discussion there was consensus to have the Emergency Preparedness Committee review this matter. Director Paul pointed out that the Pathkeepers submitted its Fiscal Year 2025-2025 Annual Report.

22. **KCSD Consultant's Monthly Report**. [TS 2:29:36]

    KCSD Consultant Morris-Mayorga noted that her monthly report had been submitted in the agenda packet.

23. **Directors' Comments**. [TS 2:30:53]

    None.

Adjournment [TS 2:30:59]

President Hacaj adjourned the meeting at 9:12 p.m. The next regular meeting of the KCSD is scheduled for Thursday, August 13, 2026.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: August 13, 2026

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David Aranda, Interim General Manager

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Sylvia Hacaj, President of the Board