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Date: March 12, 2026  
To: Board of Directors  
From: David Aranda, Interim General Manager  
Subject: General Manager's Monthly Report for February 2026

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### **Background**

I will start this report with information from the County regarding the ADA parking situation at the Public Safety Building. In speaking with two engineers and managers involved in the Contra Costa County Public Works Department, the idea of two diagonal parking spaces in front of the Public Safety Building would not be approved due to space limitations. To change the existing thirty-minute parking spot in front of the public safety building to an ADA parking spot would not be approved for reasons of liability but the district could fill out the forms and provide a formal request.

Based on the research and discussions on this subject that the IGM has had with County Officials and the District's legal counsel, the district is best served by leaving the approved and complaint ADA space in the back of the Public Safety Building and leaving the thirty minute parking spot in front of the Public Safety Building as is (remember that anyone with a disabled placard or license plate can park in any regular metered or time-limited parking spot without paying anything and for as long as they wish).

The IGM would note that the public's use of the Public Safety Building is extremely limited and during regular office hours, should a disabled person not be able to access the entrance, a call to the office would allow staff to come to that person's car to assist. The IGM is not going to pursue this issue any longer unless directed by the full board.

Other items of note that the IGM worked on in February include:

- Worked with a different food truck vendor and KCC and some residents in providing a food truck event in the park for May.
- A Zoom meeting was held with staff and consultants in reviewing the process involved in changing over the name and administrative address to vendors, county officials, and other interested parties. The work has been divided up and is ongoing.

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- A meeting with vendors and volunteers took place to prepare for the work on the paths in improving/repairing the concrete walkways of the paths and adding railing in designated areas.
- Coordinated with consultant and Bay View Refuse regarding the meeting of certain requirements on conjunction with SB1383, food waste program.
- Zoom meeting with consultants in preparation for the EPC meeting which I attended via zoom on February 26th.
- Prepared for the upcoming Roundtable discussion on Red Flag Days.
- Various conversations with Bob Murray and Associates in preparation for the upcoming GM interviews.
- Coordination with staff and consultants for the upcoming special meeting on March 7th and the roundtable discussion on March 11th.
- Various discussions with residents revolving around CERT and questions about district financial reports.

### Exhibit(s)

- Administrative & Park Coordinator Report



## Kensington Community Services District

DATE: March 12, 2026  
TO: Board of Directors  
FROM: Rosa Ruiz, Administrative & Park Coordinator  
SUBJECT: Administrative & Park Coordinator Report

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Since the Herrera team will be out on vacation this March, his brother, Fabian Herrera, will be our point of contact for center and park maintenance and emergency matters.

### Upcoming Events & Dates:

- District Path Tour, Saturday, March 14
- Path Keepers Clean-up, Saturday, March 21
- Cesar Chavez Day, Tuesday, March 26 (District Office Closed)

Nothing further to include.