



Agenda

Kensington Police Protection and Community Services District

Board of Directors Special & Regular Meetings (**Hybrid**)

Thursday, January 12, 2023
Kensington Community Center
59 Arlington Avenue, Kensington, CA

NOTE: Those attending the meeting in person must wear masks and observe social distancing
(**Board approved Covid Protocols are listed at the end of the agenda**)

www.kppcsd.org/2023-01-12-kppcsd-board-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 (Closed Session) – 6:00 p.m.

Special Meeting Agenda Item Public Comments

Individuals wishing to address the Board of Directors concerning any Special Meeting agenda items 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 10940 San Pablo Ave., Bldg. B, El Cerrito, CA 94530 or llewis@kppcsd.org.

1. **Teleconference Meetings During State of Emergency**

Recommended Action: Adopt Resolution No. 2023-01 A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Making Findings And Determining A Need To Continue Holding Remote Meetings By Teleconference.
Contact: Ann Danforth, General Counsel, adanforth8@outlook.com

Adjourn to Closed Session

1. PUBLIC EMPLOYEE APPOINTMENT

Title: General Manager, Interim and Permanent

Regular Meeting - 7:00 p.m.

Call to Order

Announcement from Closed Session

Roll Call

Public & Consent Calendar Comments

All matters on the Consent Calendar are considered routine and are approved by one motion and vote, unless Board Member or General Manager first requests that a matter be removed for separate discussion and action. Individuals wishing to address the Board of Directors concerning Consent Calendar 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 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 10940 San Pablo Ave., Building B, El Cerrito, CA 94530, or llewis@kppcsd.org.

Consent Calendar

1. Meeting Minutes for November 30 and December 8, 2022

Recommended Action: Approve meeting minutes.

Contact: Lynelle Lewis, District Clerk, llewis@kppcsd.org

2. Financial Reports

Recommended Action: Receive and accept financial reports.

Contact: Lisa Mundis, Finance Director, lmundis@kppcsd.org

Discussion and Action

3. Formation of *Ad Hoc* Board Committees

Recommended Action: Establish and nominate *ad hoc* advisory committees:

- (i) Kensington Police Department and KPPCSD permanent office location
- (ii) Preliminary Kensington Park Replanting Strategy

Contact: Ann Danforth, District General Counsel, adanforth8@outlook.com

4. Board Special Assignments

Recommended Action: Board president Aquino-Fike appoints the following board members to undertake the assignments listed below:

- (i) Interim and Permanent GM Search – Alexandra Aquino-Fike
- (ii) KCC Contract Finalization – Sylvia Hacaj

- (iii) Long-term legal protection of Kensington park – Cassandra Duggan
 - (iv) Preliminary Board Representative on Consolidation – Sarah Gough
- Contact: Tony Constantouros, Interim General Manager, tconstantouros@kppcsd.org

5. KCC Contract Update

Recommended Action: Receive an update on the KCC Contract.

Contact: Tony Constantouros, Interim General Manager, tconstantouros@kppcsd.org

6. Proposed KPPCSD/KFPD Joint Meeting

Recommended Action: Motion to call a joint meeting between KPPCSD and the Kensington Fire Protection District (KFPD) to hear a presentation on the LAFCO consolidation process from Lou Ann Texeira, Executive Officer of the Contra Costa Local Agency Formation Commission (LAFCO)

Contact: Ann Danforth, General Counsel, adanforth8@outlook.com

7. Strategic Plan

Recommended Action: 1) Consider requesting a proposal from Mr. Martin Rauch of Rauch Communication Consultants to update the Strategic Plan; 2) After approval of a proposal, schedule the consultant to overview the process and answer any questions; 3) Once the above steps have been completed, schedule and updated strategic planning session; and 4) Utilize the current Strategic Plan as a basis to prepare an updated strategic plan.

Contact: Tony Constantouros, Interim General Manager, tconstantouros@kppcsd.org

8. Pursue Engagement with Recruitment Firm

Recommended Action: Motion to Authorize General Manager Constantouros to negotiate and enter into a contract with a flat fee of up to \$10,000 with BHI Management Consulting for the recruitment of the next KPPCSD Interim General Manager, subject to approval of the General Counsel as to form.

Contact: Tony Constantouros, Interim General Manager, tconstantouros@kppcsd.org

Comments & Reports

9. Director Comments.

10. General Manager's Report.

- KCC Recreation Office Report – January 2023

11. Police Chief Report.

12. Board Correspondence.

Adjournment

The next regular meeting is scheduled for February 9, 2023.

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 at *10940 San Pablo Ave., Building B, El Cerrito, CA 94530*.
- 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

Kensington Police Department – Colusa Food – Arlington Kiosk and at www.kppcsd.org. Complete agenda packets are available at the Public Safety Building at *10940 San Pablo Ave., Building B, El Cerrito, CA 94530*.

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 at *10940 San Pablo Ave., Building B, El Cerrito, CA 94530* at the same time that those records are distributed or made available to a majority of the Board.

KPPCSD Board Approved Meeting Protocols:

(Adopted November 10, 2022)

- Masks must be worn over the mouth and nose throughout the meeting. An N95 or surgical mask is required. Cloth masks, gaiters and bandanas are not acceptable.
- Masks must be worn regardless of vaccination status by all meeting attendees.
- Masks will be provided upon request.
- Surfaces will be sanitized between meetings.
- Sanitary wipes will be available for use at the podium.
- Rows of chairs will be set up with 6-foot distancing.
- You are welcome to sign the attendance log. Attendees who do so will be notified if a Board or staff member or community member (who notifies us) contracts Covid within 4 days of the meeting. No names or personal information will be shared.
- Please no eating or drinking during the meeting. If you must eat or drink, please do so outside the Community Center.
- Outside doors will be open throughout the meeting, please dress appropriately.
- If you are ill, please stay home and engage electronically.
- Vaccination/boosters for Covid-19 and the flu are recommended for those eligible.
- Hand Sanitizer will be available.