

**KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT****BOARD OF DIRECTORS MEETING MINUTES****Monday, April 24, 2023****Special Joint Meeting with  
Kensington Fire Protection District****7:00 p.m.****Call to Order**

President Aquino-Fike called to order the special joint meeting between the KPPCSD and the KFPD Board of Directors at 7:15 p.m. [[TS 0:18](#)]

**Roll Call** [[TS 0:42](#)]

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

KFPD Director Don Dommer, Vice-President Daniel Levine, Director Larry Nagel, Director Jim Watt, and President Julie Stein.

KPPCSD staff present included Interim General Manager David Aranda, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis. KFPD staff present Interim General Manager Mary Morris-Mayorga.

**Director Comments** [[TS .36](#)]

Board members provide introductory comments expressing their appreciation for the presentation. They also thanked the community for their input, highlighted their reasons for supporting consolidation (i.e. unified government, more efficiency, better government and transparency, more efficiencies, etc.).

**Discussion and Action** [[TS 6:37](#)]**1. Presentation on Consolidation of Districts by Local Agency Formation Committee (LAFCO) Chief Executive Lou Ann Texeira.**

Chief Executive Lou Ann Texeira presented background information LAFCO and provided an overview of both the reorganization and district consolidation process. She highlighted the options, potential benefits and outcomes, and timelines for the two processes. She pointed out that the new district would be a California Special District and ultimately governed by five board members. The application process is complex and could take 6-12 months or more. Ms. Texeira said that the process would call for a fiscal analysis of both districts, a plan for service, and resolutions prior to the application to LAFCO.

Board members asked questions about property tax revenue, the dissolution and successors district, number of board members, reorganization versus consolidation, boundary issues, reorganization timeline, and separation of police and fire services.

## 2. **Special Meeting Agenda Item Public Comments** [[TS 38:53](#)]

- Addressing the Board were the following persons: 1) Kay Reed asked about the reorganization/consolidation process fiscal plans, use of and costs for consultants, and could community fund raise for this; 2) David Goldstein asked if money from the county changes, cost and time for each process, timeline to elect new board members; 3) Andrew Reed expressed excitement the meeting ; 4) Jay James asked how many community service district there are in Contra Costa County; 5) Gail Feldman commented on the benefits of consolidation an urged moving forward; 6) Paul Dorroh commented that it would be sensible to wait for the two districts to hire permanent general managers before embarking on the consolidation effort; 7) Steve Simirin asked about the petition process and if there is provision to allow for a public vote; 8) Leslie Reckler urged further exploration, process to assess community input and approval, asked about standardization of staffing and benefits; 9) Rick Artis about the petition process; 10) Meryl Rafferty thanked the boards for this meeting; and 11) Elaine Stelton asked about the increased workload for the consolidated board.

There was a question and answer period regarding the process along with clarification of some of the questions raised. Director Levine will prepare a summary of the discussions and post it online.

### **Adjournment** [[TS 1:31:28](#)]

The meeting was adjourned at 8:51 p.m.

The next regular meeting was scheduled for May 11, 2023.

Approved: July 13, 2023

SUBMITTED BY:

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Lynelle M. Lewis, Clerk of the Board

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David Aranda, Interim General Manager

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Alexandra Aquino-Fike, President of the Board

**Kensington Police Protection & Community Services District Side Letter MOU for  
July 1, 2022 until June 30, 2025**

Article XII Holiday Pay Definitions

A. Holiday In Lieu Pay for Police personnel

For Classic and PEPRA Members:

- Holiday Pay is defined additional compensation for employees who are normally required to work on an approved holiday because they work in positions that require scheduled staffing without regard to holidays. If employees are paid over and above their normal monthly rate of pay for approved holidays, the additional compensation is holiday pay and reportable to PERS. All employees (except for the Chief) are required to work without regard to holidays.
1. Each Employee shall be paid 14 holidays, listed below, at 8 hours per holiday.
  2. Each Employee shall be paid at their current base salary rate for 112 hours (14 holidays at 8 hours) in-lieu pay each year divided equally among semimonthly paychecks.
  3. Any Employee receiving in-lieu pay as described above shall not be entitled to time off on holidays.
  4. New employees who commence employment during the year shall receive in-lieu pay, as described above, on a pro-rated basis.

Holidays

- News Years Day
- Martin Luther King's Birthday
- President's Day
- Cesar Chavez Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Admission Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- The day after Thanksgiving
- Christmas

**KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING MINUTES**

**Thursday, May 11, 2023**

**Special & Regular Meeting (Hybrid)**

**Special Meeting – 6:00 p.m.**

**Call to Order** [[TS 1:17](#)]

President Alexandra Aquino-Fike called the meeting to order at 6:02 p.m.

**Roll Call** [[TS 1:29](#)]

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

Staff present included Interim General Manager David Aranda, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis.

**Discussion Only**

**1. Update from the KPPCSD Police Department & District Office Permanent Location Committee on Joint Occupancy of the Public Safety Building (PSB).** [[TS 1:51](#)]

President Aquino-Fike presented background on the efforts to explore joint occupancy of the PSB, and offered thanks to the community, experts, staff and colleagues for their partnership in exploring the many complex issues. Vice-President Gough presented an update on the key findings and conclusions of the Committee. She highlighted the following: formation of the Committee; primary questions on joint occupancy for Kensington Fire Protection District (KFPD); Kensington Police Department (KPD) space needs analysis and key findings; input from experts; dual-site concept analysis and key findings; input from experts; financial costs of joint occupancy versus several other options; impact of joint occupancy in the PSB on services; and the feasibility and timing of joint occupancy.

**The Committee's Key Findings:**

- 1) The KPD should be housed under one roof; no separation of core functions.
- 2) Given where we are today, with construction well underway, the inflexibility of the plan for the PSB, the information we had to access, the current KPD core functions cannot fit into the PSB under any occupancy scenario.
- 3) A return of the KPD to the PSB would likely require unacceptable compromises to the quality of police services.
- 4) Joint occupancy is not a low cost option and highly unlikely to be our lowest option.
- 5) Pursuit of joint occupancy of the PSB at this point in time poses other unnecessary risks to the KPPCSD and KFPD.

Conclusion:

- Continuing to seek police space in the PSB is no longer a reasonable path forward.
- Therefore, this Committee will not recommend a return of the KPD to the PSB.
- Instead, we will focus our Committee efforts only on options that that will allow our police department to remain together in 1 location in Kensington and able to provide the level of service we now expect.

Board members presented comments on the report and provided suggestions on plans to move forward.

Public Comments [[TS 49:20](#)]

- Addressing the Board were the following persons: 1) Lin Due commented that the Unitarian Church parking lot is on the border of El Cerrito; 2) [name not given] expressed disappointment that joint occupancy is not an option, thanked the committee for their work, and urged further review of consolidation; 3) Candy Copogrossi thanked the committee for the analysis; 4) Julie Stein, KFPD Board President, asked that the Candance Wong estimate, Jim Watt’s proposal, Steve Simpkins analysis, and the presentation should have been made public, and expressed concern about the 3-minute time limit; 5) Paul Dorroh asked about the number of attendees; 6) John Gaccione requested a copy of the report, and asked how much the District has to spend on a new facility; 7) Pat Gillette asked if KPPCSD has the money to pay for any of the options and expressed support for consolidation; 8) Elaine Stelton suggested investing in the Annex Building; 9) Rob Firmin congratulated the committee on the thorough analysis; and 10) Andrew Reed suggested obtaining a financial analysis for a phased approach.

Adjournment [[TS 1:17:22](#)]

President Aquino-Fike adjourned the special meeting at 7:18 p.m.

**Regular Meeting – 7:00 p.m**

1. Call to Order [[1:25:33](#)]

President Aquino-Fike called the meeting to order at 7:26 p.m.

2. Roll Call [[TS 1:25:43](#)]

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

Staff present included Interim General Manager David Aranda, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis.

3. **President's Comments** [[TS 1:31:03](#)]

- Director Duggan commented that an update on the long-term legal protection of the park would be forthcoming.
- Director Hacaj asked if consideration of the KCC contract could be moved up on the agenda ahead of the budget discussion.
- Vice-President Gough commented that there is on the positive energy in the community.

4. **Public Comment** [[TS 1:26:00](#)]

- Addressing the Board were the following persons: 1) Ryan Lau, AC Transit External Affairs Representative, asked the Board to encourage residents to take a transit survey; and 2) Pat Gillette urged the fire and police boards to work together.

**Comments & Reports**

5. **Police Chief Report.** [[TS 1:33:09](#)]

The report was filed with the agenda packet.

6. **General Manager's Report.** [[TS 1:33:17](#)]

Interim General Manager Aranda announced that his report was filed with the agenda packet. Additionally, the KCC Recreation Office Report for May 1, 2023 was filed online.

**Consent Calendar** [[TS 1:33:38](#)]

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

8. Approved the Special and Regular Meeting Minutes of April 13, 2023.

9. Ratified the April 2023 bills paid.

**Discussion and Action**

10. **Approve Resolution No. 2023-05, A Resolution of the Board of Directors for KPPCSD Honoring William Driscoll for his Outstanding Service to the Community of Kensington.** [[TS 1:35:21](#)]

Interim General David Aranda introduced William Driscoll and read the resolution of appreciation. The Board thanked Mr. Driscoll for his service to the community and his work over the years.

- Motion by Director Duggan, seconded by Director Hacaj, to approve Resolution No. 2023-05, carried (5-0) by voice vote.

**Resolution No. 2023-05** – A Resolution of the Board of Directors for Kensington Police Protection and Community Services District Honoring William Driscoll for His Outstanding Service to the Community of Kensington.

11. **Discussion of the Proposed Budget for 2024 (July 2023-June 2024) and Approval to Publish A Notice of Public Hearing for June 8, 2023.** [[TS 1:58:03](#)]

Interim General David Aranda highlighted the recommended action. Board members asked questions and provided comments on the proposed budget. The Board asked questions about the budget.

- Motion by President Aquino-Fike, seconded by Director Duggan, to direct staff to publish a notice of public hearing regarding the proposed budget for 2024 to be held at the June 8<sup>th</sup> board meeting at 6:00 p.m., carried (5-0) by voice vote.

12. **Approve A Contract Between KPPCSD and Kensington Community Council Effective July 1, 2023 and Approve Extending the Existing Contract Through June 30, 2023.** [[TS 1:40:50](#)]

Director Hacaj presented an overview of the proposed agreement and the recommended action to approve extending the existing contract between the KPPCSD and the KCC through June 30, 2023 and approve a new contractual agreement between KPPCSD and KCC effective July 1, 2023.

– Addressing the Board were the following persons: 1) Lynn Wolter asked where a recreational fitness program falls under the new KCC contract and 2) Vida Dorroh applauded the Board for bringing this contract to closure.

- Motion by Director Hacaj, seconded by Director Duggan, that the Board adopts the agreement that is before us between the KPPCSD and the Kensington Community Council for educational and recreational services with the changes that were outlined, carried (5-0) by voice vote.

13. **Approve Recommendations Related to the Approval of the Annual Kensington Park Assessment Park Assessment District Levy and Adopt Three Resolutions for Fiscal Year 2023-24 to collect the annual Kensington Park Assessment Pursuant to the Landscaping and Lighting Act of 1972 as follows: (1) Resolution No. 2023-06 Initiating Proceedings For The Levy And Collection Of Assessments For The Kensington Park Assessment District for Fiscal Year 2023-24; (2) Resolution No. 2023-07 Approving The Engineer’s Report For The Kensington Park Assessment District For Fiscal Year 2023/24; and (3) Resolution No. 2023-08 Declaring the District’s Intention To Levy And Collect Assessment For The Kensington Park Assessment District for Fiscal Year 2023-24.** [[TS 2:12:35](#)]

Interim General David Aranda highlighted the recommended actions.

- Motion by Director Hacaj, seconded by President Aquino-Fike, to adopt Resolution No. 2023-06, for the levy and collection of assessments for the Kensington Park Assessment District for Fiscal Year 2023-24, carried (5-0) by voice vote.

**Resolution No. 2023-06** – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Initiate Proceedings For The Levy And Collection Of Assessments For The Kensington Park Assessment District for Fiscal Year 2023-24.

- Motion by Director Spath, seconded by Director Duggan, to adopt Resolution No. 2023-07 approving the Engineer’s Report for the Kensington Park Assessment District For Fiscal Year 2023/24, carried unanimously (5-0) by voice vote.

**Resolution No. 2023-07** – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Approve The Annual Report For The Kensington Park Assessment District For Fiscal Year 2023-24.

- Motion by Director Duggan, seconded by Director Gough, to adopt Resolution No. 2023-08 declaring the District’s intention to levy and collect assessment for the Kensington Park Assessment District for Fiscal Year 2023-24, carried unanimously (5-0) by voice vote.

**Resolution No. 2023-08** – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Declare the District’s Intention To Levy And Collect Assessment For The Kensington Park Assessment District for Fiscal Year 2023-24.

14. **Discussion and Approval of Director David Spath Continuing to Serve on the KFPD’s Emergency Preparedness Committee and Request of KFPD that He Remain on That Committee. [TS 2:16:00]**

Board members thanked Director Spath for serving and representing the KPPCSD Board.

- Addressing the Board was Kensington Fire Protection District Board Member and Chair of the Emergency Fire Preparedness Committee Larry Nagel who thanked Director Spath for his service on the Committee.

15. **Approval of Resolution 2023-09, A Resolution from the Board of Directors of Kensington Police Protection & Community Services District Inviting The Kensington Fire Protection District To Jointly Move Forward In Exploring Consolidation Of The Two Agencies. [TS 2:21:09]**

- Motion by Director Duggan, seconded by Director Hacaj, to adopt Resolution No. 2023-09 inviting the Kensington Fire Protection District to jointly move forward in exploring consolidation/reorganization of the two agencies into one district, carried (5-0) by voice vote.



**Resolution No. 2023-09** – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Inviting the Kensington Fire Protection District to jointly move forward in exploring Consolidation of the two agencies.

16. **Authorization To Enter Into A Lease/Purchase Agreement For The Procurement Of One Hybrid Police Vehicle.** [[TS 2:25:50](#)]

Interim General Manager David Aranda provided background information and answered questions related to this item.

- Motion by Director Hacaj, seconded by Director Spath, to authorize the District staff to enter in a lease/purchase agreement for the procurement of one hybrid police vehicle, carried unanimously (5-0) by voice vote.

**Adjournment** [[TS 2:31:53](#)]

The next regular meeting is scheduled for June 8, 2023.

President Aquino-Fike adjourned the meeting at 8:32 p.m.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: July 13, 2023

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David Aranda, Interim General Manager

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Alexandra Aquino-Fike, President of the Board

**KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT****BOARD OF DIRECTORS MEETING MINUTES****Thursday, June 8, 2023****Special & Regular Meeting (Hybrid)****Special Meeting – 6:00 p.m.****Call to Order** [[TS 4:22](#)]

President Aquino-Fike called the meeting to order at 6:03 p.m.

**Roll Call**

Vice-President Sarah Gough, Director Sylvia Hacaj, Director Spath, and President Alexandra Aquino-Fike were present at roll call. Director Cassandra Duggan arrived at 6:07 p.m.

Staff present included Interim General Manager David Aranda, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis.

**Special Meeting Agenda Item Public Comments****SM 1. Conduct a Public Hearing for the Fiscal Year Budget 2023-2024 (July 1, 2023-June 30, 2024).** [[TS 6:05](#)]

President Aquino-Fike opened the public hearing for the fiscal year budget at 6:06 p.m. General Manager Aranda reported that no written comments had been received.

- Addressing the Board was Sylvia Elsbury who asked questions about the proposed budget (i.e. legal expenses, accounting and audits, community events in the police budget, tennis court revenue, and community center revenue).

President Aquino-Fike closed the public hearing for the fiscal year budget at 6:16 p.m.

**SM 2. Conduct a Public Hearing for the Annual Report of the Kensington Park Assessment District Levy for Fiscal Year 2024 (July 1, 2023-June 30, 2024).** [[TS 18:56](#)]

President Aquino-Fike opened the public hearing at 6:18 p.m. General Manager Aranda reported that no written comments had been received. There were no public comments given.

President Aquino-Fike closed the public hearing at 6:20 p.m.

**SM 3. Approve And Adopt Resolution No. 2023-10, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Casting The District's Ballot For The Special District Risk Management Association Election.** [[TS 21:27](#)]

- Motion by Director Hacaj, seconded by President Aquino-Fike, to adopt Resolution No. 2023-10, a resolution of the Kensington Police Protection and Community Services District

approving the official 2023 election ballot for the Special District Risk Management Association Board of Directors marking the three incumbents Robert Swain, Jesse Claypool, and Sandy Seifert-Raffelson, carried (5-0) by voice vote.

**SM 4. Approve Adjusting the Wording in Previous M.O.U.'s Between KPPCSD and KPOA Regarding Holiday Pay as Required by CalPERS. [TS 26:03]**

- Motion by Director Spath, seconded by Director Duggan, to 1) approve adjustments to the wording in the previous M.O.U.'s between the KPPCSD and the KPOA regarding holiday pay as required by CalPERS and 2) authorize the Interim General Manager to execute M.O.U. amendments on behalf of the District, specific to amendments that conform the definition of holiday pay to CalPERS regulations to be incorporated in a side letter for the July 1, 2014-December 31, 2017 M.O.U., January 1, 2018-December 31, 2018 M.O.U., January 1, 2019-October 31, 2019 M.O.U., October 31, 2019-July 30, 2021 M.O.U., and the August 1, 2021-June 30, 2022 M.O.U, carried (5-0) by voice vote.

**SM 5. Approve And Adopt Resolution No. 2023-11, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Approving Applications For The Per Capita Grant Funds. [TS 30:29]**

- Motion by Director Hacaj, seconded by Vice-President Gough, to adopt Resolution No. 2023-11, a resolution of the Board of Directors of the Kensington Police Protection and Community Services District approving applications for the per capita grant funds, carried (5-0) by voice vote.

**SM6. Approve And Adopt Resolution No. 2023-18 Of The Kensington Police Protection And Community Services District Declaring That Governing Body Members And Volunteers Shall Be Deemed To Be Employees Of The District For The Purpose Of Providing Workers' Compensation Coverage For Said Certain Individuals While Providing Their Services. [TS 35:58]**

- Motion by Director Duggan, seconded by Director Hacaj, to adopt Resolution No. 2023-18 of the Kensington Police Protection and Community Services District declaring that governing body members and volunteers shall be deemed to be employees of the District for the purpose of providing workers' compensation coverage for said certain individuals while providing their services, carried (5-0) by voice vote.

President Aquino-Fike adjourned the special meeting at 6:39 p.m. [TS 40:05]

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

1. **Call to Order** [TS 1:02:04]

President Aquino-Fike called the meeting to order at 7:01 p.m.

2. **Roll Call** [[TS 1:02:11](#)]

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

Staff present included Interim General Manager David Aranda, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis.

3. **President's Comments** [[TS 1:02:27](#)]

President Aquino-Fike thanked staff, board members, and the public for participating in today's meeting.

4. **Public Comment** [[TS 1:04:35](#)]

None.

**Comments & Reports**

5. **Police Chief Report.** [[TS 1:05:32](#)]

Police Chief Mike Gancasz reported that the May 2023 Police Chief's Report had been submitted. The report covered updates on patrol operations, traffic safety, administration, training, May patrol log, West County crime patrols, and community activity. He also reported on upcoming grants. No questions were asked.

6. **General Manager's Report.** [[TS 1:07:10](#)]

Interim General Manager Aranda provided highlights from his written report covering the time period May 9, 2023 through June 1, 2023. He reported that the Kensington Community Council Report for June 1, 2023 had been submitted, and noted that there would be a transition over the next few months of making tennis court reservations. There was board discussion about the status of the County allowing KPPCSD to assume the treasury responsibility. Interim General Manager Aranda said he would be getting clarification from the County on this matter.

- Addressing the Board was Sylvia Elsbury who commented that KCC was happy to take payments, but expressed liability concerns because the courts are owned by KPPCSD.

7. **Director Comments.** [[TS 1:14:28](#)]

Director Spath commented that the Emergency Preparedness Committee had discussions regarding acquiring long range acoustical devices for notifying residents of events including wildfire, evacuation drills, earthquake activities, etc. There will be a presentation on these systems in August.

Director Duggan presented the report on the long-term legal protection of Kensington Park Report. Highlights of potential approaches to provide further legal protection of the park

included possible grants funds that would help in protecting our park from being used for non-recreational purposes, or investigating using the ordinance or initiative process to serve as a long-term regulation. Board members provided comments and asked questions about the written report.

- Addressing the Board were the following persons: 1) Mabry Benson commented that the parking lot doesn't need any special protection; 2) Gail Feldman commented that plans for the park should allow future boards to reflect future community priorities; and 3) Sylvia Rosales-Fike commented on the importance of preserving the park.

### **Consent Calendar** [\[TS 1:45:06\]](#)

#### **8. Meeting Minutes.**

Minutes for Special Joint Meeting and the May regular and special meeting will be provided for Board approval at the July 13, 2023 Board meeting.

#### **9. Ratify the May 2023 Bills Paid.**

- Motion by President Aquino-Fike, seconded by Director Duggan, to ratify the May 2023 bills paid, carried (5-0) by voice vote.

### **Discussion and Action**

#### **10. Approve And Adopt Resolution No. 2023-12, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Authorizing The Assessment And Ordering The Levy For The Kensington Park Assessment District For Fiscal Year 2023-24 Pursuant To The Landscaping And Lighting Act Of 1972.** [\[TS 1:46:52\]](#)

- Motion by Director Duggan, seconded by Director Spath, to adopt Resolution No. 2023-12 of the Board of Directors of the Kensington Police Protection and Community Services District authorizing the assessment and ordering the levy for the Kensington Park Assessment District for Fiscal Year 2023-24 pursuant to the Landscaping and Lighting Act of 1972, carried (5-0) by voice vote.

#### **11. Approve And Adopt Resolution No. 2023-13 Of The Board Of Directors Of The Kensington Police Protection And Community Services District Affirming The Establishment Of The Appropriations Limit For Fiscal Year 2023-24.** [\[TS 1:48:06\]](#)

- Motion by Director Hacaj, seconded by Vice-President Gough, to adopt Resolution No. 2023-13 a resolution of the Board of Directors of the Kensington Police Protection and Community Services District Affirming the Establishment of the Appropriations Limit for Fiscal Year 2023-24, carried (5-0) by voice vote.

12. **Approve And Adopt Resolution No. 2023-14 Of The Board Of Directors Of The Kensington Police Protection And Community Services District Authorizing The Adoption Of The Budget For Fiscal Year 2024. [TS 1:49:22]**

- Addressing the Board was A. Stevens Delk who asked about the parks budget revenue.
- Motion by Director Duggan, seconded by Director Hacaj, to adopt Resolution No. 2023-14 a resolution of the Board of Directors of the Kensington Police Protection and Community Services District authorizing the adoption of the budget for fiscal year 2024, carried (5-0) by voice vote.

13. **Approve And Adopt Resolution No. 2023-15 Of The Board Of Directors Of The Kensington Police Protection And Community Services District Approving Changes And Additions To The Kensington Police Protection Community Services District Fee Schedule Effective July 1, 2023. [TS 1:53:55]**

- Addressing the Board was A. Stevens Delk who asked about resident rates versus non-resident rates.

Following input by board members, there was consensus to bring this item back to the July meeting for further consideration.

14. **Approve And Adopt Resolution No. 2023-16, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Approving Additions To The Kensington Police Protection And Community Services District Policy And Procedure Manual Adding Vacation And Sick Time For Non-Sworn Regular Employees Of The District. [TS 2:05:33]**

- Motion by Director Hacaj, seconded by Director Duggan, to adopt Resolution No. 2023-16 a resolution of the Board of Directors of the Kensington Police Protection and Community Services District approving additions to the KPPCSD Policy and Procedure Manual adding vacation and sick time for non-sworn regular employees of the District, carried (5-0) by voice vote.

15. **Approval to Move Forward in Requesting Proposals from Vendors in Performing the Financial Analysis for KPPCSD and KFPD as Required by LAFCO in the Consolidation Process. [TS 2:10:46]**

- Addressing the Board was Gail Feldman who expressed support for moving forward on this effort.
- Motion by Director Spath, seconded by Director Duggan, to direct the general manager to draft a request for proposal and bring that draft back to the Board for review and approval and subsequently request the Fire Board to participate in its review and partner with us to move forward in performing the financial analysis, carried (5-0) by voice vote.

**16. Approval of Amendment No. 1, An Amendment of the Contract Between KPPCSD, Owner and Fernando Herrera, Contractor to Increase His Monthly Maintenance Fees at the Park Site by \$500 Per Month. [\[TS 1:23:18\]](#)**

Interim General Manager Aranda presented background information on the staff recommendation. There was discussion regarding the District's purchase and storage of park equipment and the lowering of the increase from \$500 to \$300 as a result of the equipment purchase.

- Addressing the Board was Sylvia Elsbury who commented that the Annex would be a good place for storing the park equipment.
- Motion by Director Hacaj, seconded by Director Spath, to approve amendment No. 1 to the contract between KPPCSD (owner) and Fernando Herrera (contractor) with amendments to Exhibit A that reflect a flat rate of \$2,575 per month and that the KPPCSD will supply a small riding mower, hedge clippers, a weed whacker, and a leaf blower, carried (5-0) by voice vote.

**17. Presentation and Discussion of the Park Re-planting Project. [\[TS 2:39:22\]](#)**

Director Duggan reported that the committee was tasked with providing “a thoughtful approach to future re-plantings and care of Kensington Park.” To pursue this goal, they met with multiple community members, Hilltop Elementary School parents from the PTA, and Kensington Education Fund, KCC Recreation Director Jenny Parks, Fire Chief Eric Saylor, Police Sergeant Brian Lande, horticulturist Catya de Neergaard, retired landscape architect Lisa Caronna, representatives from Segorea-Te Land Trust, community members from Good Guest Kensington, native plant specialist Kirk Frye, Kensington Park landscaper Fernando Herrera, KPPCSD Park Administrator Rosa Ruiz, Timothy Cole of Blake Gardens, landscape architect Patricia Akinaga of Studio-MLA, landscape architect Anooshey Rahim of Dune Hai, and Nathan Bickart from Urban Tilth. She thanked all who generously gave their time and input to this project, for the good of the Kensington community.

Director Duggan gave a summary of the feedback from the community and from experts. To prioritize the most urgent landscape needs while keeping costs to a minimum, they recommended a two phased approach to re-planting in the park (see final report for details). Board members provided input on the plans and recommended that staff prioritize and cost out the projects.

**18. Approve And Adopt Resolution No. 2023-17, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Establishing The Annual Supplemental Special Tax For Police Protection And Direct That A Signed Copy Of The Resolution Be Sent To NBS For The Placement Of The Supplemental Special Tax To Be Placed On The Tax Rolls. [\[TS 3:05:57\]](#)**

Interim General Manager Aranda highlighted the staff recommendation.

- Addressing the Board was Paul Dorroh who thanked the Board for working together in Kensington’s best interest.
- Motion by Director Spath, seconded by Vice-President Gough, to adopt Resolution No. 2023-17, a resolution of the Board of Directors of the Kensington Police Protection and Community Services District establishing the annual supplemental special tax for police protection, carried (5-0) by voice vote.

**Adjournment** [[TS 3:09:55](#)]

The next regular meeting is scheduled for July 13, 2023.

President Aquino-Fike adjourned the meeting at 9:09 p.m.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: July 13, 2023

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David Aranda, Interim General Manager

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Alexandra Aquino-Fike, President of the Board