



AGENDA KENSINGTON COMMUNITY SERVICES DISTRICT

Board of Directors Meeting
Thursday, August 13, 2026
Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707

7:00 p.m. (Regular Meeting)

(In Person and Hybrid)

www.kppcsd.org/2026-08-13-board-meeting

Hybrid Access via Zoom:

<https://us02web.zoom.us/j/81803143557?pwd=QJDja46PWe1vhsBiQaYoQ8L6uzbPqE.1>

Webinar ID: 818 0314 3557 Passcode: 079018

The Board may hold hybrid meetings, where most or all of the Directors attend in person but the District offers the public the option of attending by Zoom or other teleconferencing methods. Please be advised that those participating in such meetings remotely do so at their own risk. The Board meeting will not be cancelled if any technical problems occur during the meeting.

7:00 p.m. (Regular Meeting)

1. **Call to Order**
2. **Roll Call**
3. **Announcement from Closed Session**
4. **President's Comments**
5. **Public Comment**

*Individuals wishing to address the Board of Directors concerning any items not on the agenda may make oral comments of up to three minutes. **For Zoom attendees:** 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 217 Arlington Ave., Kensington, CA 94707 or llewis@kppcsd.org. For other concerns or needs contact David Aranda at (510) 960-0716.*

6. PUBLIC HEARING

Fire Hazard Abatement Hearing and Declaration:

Adopt Resolution No. 2026-16 the initiation of the abatement process by declaring weeds, rubbish, litter, and other flammable material on specific parcels of property within District boundaries as public nuisances, which must be abated.

Consent Calendar

7. Approve the KCSD meeting minutes of June 22, 2026 and July 9, 2026.
8. Approve Kensington Community Services District bills paid for July 3, 2026.
9. Approve the July financials.
10. Receive the Treasurer's Quarterly Report for the Kensington Community Services District (April 2026 through June 2026).

Police and Fire Chief's Reports

11. Police Chief's Monthly Report.
12. Fire Chief's Monthly Report.

Discussion and Action

13. Approve Fiscal Year 2027 budget amendments as presented.
14. Discussion of District Financial Accounts and Finances.
15. A Fiscal Year 2026 review and comparison to Ridgeline projections.
16. A Fiscal Year 2027 review and comparison to Ridgeline projections.
17. Approve FY 2026-2027 El Cerrito-Kensington Fire Services Contract Fee Schedule.
18. Authorize staff to develop a eucalyptus risk awareness and mitigation program.
19. Approve the CalPERS retired annuitant hiring process and procedures for Kensington Community Services District.
20. Approve spending up to \$11,000 on equipping the Public Safety Building with network infrastructure for the administrative offices.
21. Select an individual to replace the director seat left vacant by David Spath.

Reports & Director's Comments

22. Emergency Preparedness Coordinator's Monthly Report.
23. General Manager's Monthly Report.
24. KCSD Consultant's Monthly Report.
25. Directors' Comments.

Convene to Closed Session

- 1) PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957)
Title: General Manager

Announcement from Closed Session

Adjournment

The next regular meeting of the KCSD is scheduled for Thursday, September 10, 2026.

General Information

- All proceedings of the Open Session will be audio and video recorded if possible.
- Upon request, the Kensington Community Services District will provide written agenda materials in appropriate alternative formats or disability-related modification of disabilities to participate in public meetings. 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 Community Services District at *217 Arlington Ave., Kensington, CA 94707*.
- 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

Public Safety Building at *217 Arlington Ave. Kensington, CA 94707*; Kiosk in the Colusa Circle; Arlington Kiosk; and at www.kppcsd.org. Complete agenda packets are available at the Public Safety Building at *217 Arlington Ave., Kensington, CA 94707*. All public records that relate to an open session item of a meeting of the Kensington 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 *217 Arlington Ave., Kensington, CA 94707* at the same time that those records are distributed or made available to a majority of the Board.



Item #06

Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: David Aranda, Interim General Manager
Mary A. Morris-Mayorga, Consultant

SUBJECT: Adopt Resolution No. 2026-16 the initiation of the abatement process by declaring weeds, rubbish, litter, and other flammable material on specific parcels of property within District boundaries as public nuisances, which must be abated

RECOMMENDATION:

After presentation by the El Cerrito-Kensington Fire Department and conclusion of the Public Hearing, staff recommends the Board of Directors adopt Resolution No. 2026-16 the initiation of the abatement process by declaring weeds, rubbish, litter, and other flammable material on specific parcels of property within District boundaries as public nuisances, which must be abated.

BACKGROUND:

Each year, the El Cerrito-Kensington Fire Department follows an annual abatement process as detailed in the attachment provided by Fire Marshall Beckman and Fire Prevention Officer Wade. As the annual process nears completion, the Board of Directors is presented with a resolution for adoption on the abatement process and list of affected parcels. Typically, there have been one or two at most that do not comply which would require forced abatement.

While the list contains more parcels currently, they may clear by the time of the Board meeting. For those that do not, the Board would be presented with a resolution in October to adopt the costs of forced abatement and place those costs on the property tax bill of affected parcels.

El Cerrito-Kensington Fire Department will present this item at the meeting, but I wanted to provide an overview for the former KPPCSD Board members who may not be as familiar with the process.

FISCAL IMPACT:

Annual program costs are included in the fiscal year budget with any forced abatement charges recovered through the property tax levy process.

EXHIBIT(S):

Report from Fire Marshall Beckman and Fire Prevention Officer Wade, including attachments



Kensington Community Services District

Item #06a

DATE: August 13, 2026
TO: Board of Directors
FROM: Chase Beckman, Fire Marshal; Thomas Wade, Fire Prevention Officer
SUBJECT: Annual Fire Hazard Abatement Resolution No. 2026-16

RECOMMENDATION:

Staff recommends that the Kensington Fire Protection District authorize through the adoption of Resolution 2026-16 the initiation of the abatement process by declaring weeds, rubbish, litter, and other flammable material on specific parcels of property within District boundaries as public nuisances, which must be abated.

BACKGROUND:

The Fire Department is continuing its annual fire hazard abatement program. This program seeks to remove weeds, rubbish, litter or other flammable material from private properties where such flammable material endangers the public safety by creating a public nuisance and a fire hazard. Most property owners voluntarily abate these hazards without Fire Department involvement. Ideally 100% of the property owners would do so. Experience in prior years suggests most will comply. Any property owners that do not comply will have the District do the work and place the costs on their tax bill.

ANALYSIS/DISCUSSION:

The Fire Hazard Abatement process under the direction of the Fire Department should proceed according to Health and Safety Code Sections 14875 et seq which specify the following:

1. The El Cerrito Fire Department on behalf of the Kensington Fire Protection District has determined hazards that must be abated. Pursuant to these code sections, hazards are defined as weeds, rubbish, litter or other flammable materials which create a fire hazard or are otherwise noxious or dangerous and which exist on specific parcels of property within the boundaries of the District.
2. Notice was sent by mail that the Fire District has determined the existence of a public nuisance which must be abated and that a hearing will be held to consider any objections prior to ordering the Fire Chief or his designee to perform abatement.
3. At the August 13, 2026, meeting, the Board of Directors shall hear and consider all objections to the proposed removal of weeds, rubbish, litter or other flammable material. At the conclusion of the hearing, the Board of Directors shall by resolution allow or overrule any objections and order the Fire Chief or his designee to abate some or all of the public nuisance conditions on any remaining parcels which have not been voluntarily cleared by that time. The costs for abatement shall be assessed against the property as a lien and special assessment.

4. At the conclusion of the August 13, 2026, hearing, a second and final notice shall be sent to each property owner prior to abatement. This notice will order the immediate abatement of nuisance conditions. This notice will clearly state that if nuisance conditions are ignored, the Fire District shall cause abatement and costs for removal will be assessed against the property as a lien and special assessment. It will also indicate that if the conditions are voluntarily abated, the property shall be removed from the process.
5. By September 13, 2026, if the hazardous conditions are not removed prior to the arrival of the hazard abatement crew, the Kensington Fire Protection District shall cause the weeds, rubbish, refuse, and other flammable material to be removed and shall keep an account of the cost of abatement for each parcel or land where such work is performed.
6. At the October 8, 2026, Board meeting, the Fire Chief or his designee shall submit to the Board of Directors of the Fire District for confirmation an itemized written report showing the cost of abatement work performed. A copy of this report shall be posted at least three days prior to its submission to the Board of Directors. Each property owner upon whose property abatement work was performed shall be sent written notice by mail of a hearing by the Board of Directors to consider the cost of abatement work performed on their property.
7. At the Board meeting on October 8, 2026, the Board of Directors of the Fire District shall receive and consider the written staff report on abatement actions taken by the District and shall hear any objections from the property owners liable to be assessed for the abatement. The Board of Directors may modify the staff report if deemed appropriate and then confirm the report by motion or resolution
8. After the Board of Director's confirmation of the report, a certified copy of the report shall be filed with the county auditor who shall add the amount of the assessment to the next regular tax bill levied against the parcel.

The Fire District's Attorney has reviewed and approved the process.

The Fire Hazard Abatement Program is exempt from California Environmental Quality Act (CEQA) pursuant to sections 15304 and 15308 or the CEQA Guidelines. Therefore, no further CEQA review is required.

FISCAL IMPACT:

The abatement program will be administered by Fire Department staff with minimum costs expended for printing and mailing. Abatement work will be completed by private contract labor as appropriate. Program costs will be recovered through the special assessment and lien process.

ATTACHMENT(S):

- Resolution No. 2026-16
- Exhibit A of Address's and APN #'s
- Defensible Space Report Mailer
- First Letter from the Fire Marshal
- Second Letter from the Fire Marshal



Kensington Community Services District

RESOLUTION NO. 2026-16

RESOLUTION OF THE BOARD OF DIRECTORS OF THE KENSINGTON FIRE PROTECTION DISTRICT
DECLARING THAT WEEDS, RUBBISH, LITTER OR OTHER FLAMMABLE MATERIAL ON
DESIGNATED PRIVATE PROPERTIES CONSTITUTES A PUBLIC NUISANCE AND PROVIDING FOR
NOTICE THAT THE FIRE CHIEF OR DESIGNEE SHALL ABATE SUCH PUBLIC NUISANCE
CONDITIONS IF NOT ABATED BY THE PROPERTY OWNER

WHEREAS, Health and Safety Code Sections 14875 et seq provides a method by which a local legislative body may abate on private property public nuisance conditions relating to weeds, rubbish, litter or other flammable material which creates a fire hazard, a menace to the public health or which is otherwise noxious or dangerous; and

WHEREAS, the Fire Marshal for the Kensington Fire Protection District has identified in Exhibit A to this resolution those private properties, by street name, lot and block number, on which the presence of weeds, as defined in Health and Safety Code Section 14875, constitute a public nuisance; and

WHEREAS, Health and Safety Code Sections 14890 through 14899 provide that notice shall be provided to each person to whom the properties identified in Exhibit A is assessed informing those persons that unless the property owner abates those nuisance conditions, that the Fire District shall abate the public nuisance. The notice shall further state that if the Fire District must abate the public nuisance, then the cost of abatement shall be assessed against the property as a special assessment. The notice shall also specify a date for a hearing at which property owners may present objections to the designation of their properties as public nuisances or to the proposed removal of the weeds by the Fire District; and

WHEREAS, Health and Safety Code Section 14900 provides that after the hearing, the local legislative body may, by motion or resolution, order the Fire Chief or designee to abate the public nuisance. After further proceedings, these abatement costs may be assessed against the property as a special assessment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Kensington Fire Protection District that the properties listed in Exhibit A to this resolution are declared a public nuisance and such nuisance conditions shall be ordered abated because the presence of weeds, rubbish, litter or other flammable material on those properties create a fire hazard, a menace to the public health or are otherwise noxious or dangerous.

BE IT FURTHER RESOLVED that the notice shall state that a public hearing shall be held on October 8, 2026, at 7:00 p.m. at a location to be publicly noticed 72 hours prior to the meeting in accordance with the Brown Act. At this hearing, the Board shall receive a written staff report on abatement actions, and any objections shall be heard from the property owners identified in Exhibit A liable to be assessed for the abatement.

The foregoing resolution was duly adopted at a regular meeting of the Kensington Fire Protection District on the 13th day of August 2026 by the following vote of the Board.

AYES:

NOES:

ABSENT:

ABSTAIN:

_____, Secretary

_____, President

Parcel (APN) ID	Property Address
570-203-012-2	285 COLGATE AVE, KENSINGTON, CA 94708-1121
571-170-035-0	555 COVENTRY RD, KENSINGTON, CA 94707-1328
570-093-005-9	268 CAMBRIDGE AVE, KENSINGTON, CA 94708-1120
572-100-018-9	101 KENYON AVE, KENSINGTON, CA 94708-1026
572-124-010-8	133 WINDSOR AVE, KENSINGTON, CA 94708-1042
572-090-004-1	128 HIGHLAND BLVD, KENSINGTON, CA 94708-1023
571-300-017-1	398 COVENTRY RD, KENSINGTON, CA 94707-1251
572-080-017-5	10 GARDEN DR, KENSINGTON, CA 94708-1019
572-100-017-1	105 KENYON AVE, KENSINGTON, CA 94708-1026
572-110-002-1	96 HIGHLAND BLVD, KENSINGTON, CA 94708-1023
571-222-004-4	37 AVON RD, KENSINGTON, CA 94707-1301
571-312-007-8	1628 OCEAN VIEW AVE, KENSINGTON, CA 94707-1226
570-253-020-4	301 GRIZZLY PEAK BLVD, KENSINGTON, CA 94708-1125
572-130-007-6	24 WINDSOR AVE, KENSINGTON, CA 94708-1041
571-311-029-3	1601 OCEAN VIEW AVE, KENSINGTON, CA 94707-1250
572-070-013-6	131 PURDUE AVE, KENSINGTON, CA 94708-1032
572-080-031-6	HIGHLAND BLVD, KENSINGTON, CA 94708
571-022-008-7	34 KINGSTON RD, KENSINGTON, CA 94707-1322
570-151-010-8	219 TRINITY AVE, KENSINGTON, CA 94708-1138
572-110-019-5	29 WINDSOR AVE, KENSINGTON, CA 94708-1040
572-130-022-5	95 ARLINGTON AVE, KENSINGTON, CA 94707-1131
572-233-001-5	2 FRANCISCAN WAY, KENSINGTON, CA 94707-1113
570-251-006-5	259 LOS ALTOS DR, KENSINGTON, CA 94708-1133
571-050-012-4	824 COVENTRY RD, KENSINGTON, CA 94707-1413
572-060-010-4	120 PURDUE AVE, KENSINGTON, CA 94708-1051
572-202-006-1	59 NORWOOD AVE, KENSINGTON, CA 94707-1145
570-251-007-3	255 LOS ALTOS DR, KENSINGTON, CA 94708-1133
571-260-013-8	464 COVENTRY RD, KENSINGTON, CA 94707-1327
572-130-015-9	21 WESTMINSTER AVE, KENSINGTON, CA 94708-1036
570-262-020-3	601 PARKSIDE CT, KENSINGTON, CA 94708-1144
572-203-002-9	18 NORWOOD AVE, KENSINGTON, CA 94707-1119



El Cerrito-Kensington Fire Dept.
10890 San Pablo Avenue,
El Cerrito, CA 94530

Your defensible space report is ready!

El Cerrito-Kensington Fire Dept.
recently completed a curbside
defensible space inspection at the
address below:

Notice: El Cerrito-Kensington Fire Dept. recently
completed a curbside defensible space
inspection of your property.

INSPECTION DATE:

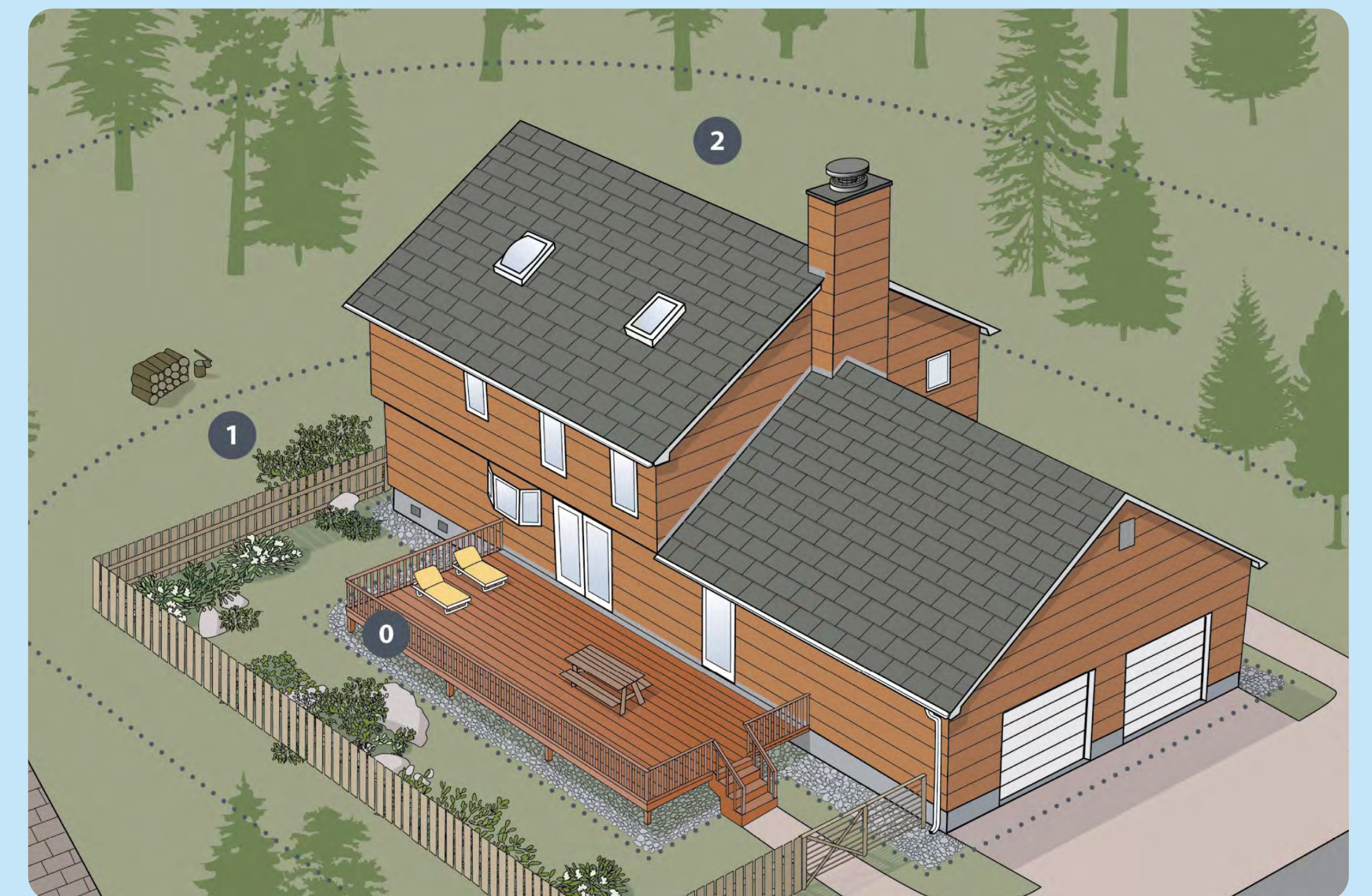
The report is based on California Public Resource Code
4291, California Code Regulations 14 § 1299.03
Hazardous Vegetation Ordinances. To see the findings of
this report, follow the instructions to the right about
accessing your report.

Defensible space and home hardening are critical in
protecting your home from wildfire. This report informs
you of what work needs to be done to meet defensible
space requirements and harden your home to better
withstand heat and embers associated with wildfire.
Please complete all required actions as soon as possible.

Assistance is available if you have any questions or need
help accessing your report. Our team is here to help!

**Thank you for doing your part to reduce wildfire risks
within cities of El Cerrito and Kensington.**

El Cerrito-Kensington Fire Dept.
TEL. (510) 215-4450
EMAIL. twade@elcerrito.gov



Accessing your report is easy!

Visit the website URL below

Enter your address + unique access code

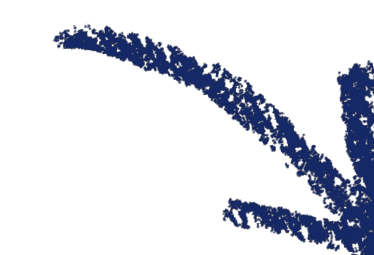
Review the corrective actions



Find your
report here

www.defensiblespacereport.org
elcerritokeningtonfiredepartment

Access
Code




El Cerrito-Kensington Fire Dept.

 10900 San Pablo Avenue,
 El Cerrito, CA 94530

Parcel Number:

{apn}

Property Address:

{inspect_address}

Property Owner:

{recipient_name}

Owner's Address:

{mailingaddress}

Dear Kensington Property Owner:

With the State's winter rain, the community is facing unprecedented vegetation growth as we head into peak fire danger season. To reduce the fire danger on private property and provide greater community safety, the Fire Department has been inspecting properties and checking for fire hazards. Recently your property listed above was found that it **does not comply** with the Vegetation Management Guidelines set forth in the Kensington Fire Protection District Vegetation Management Standards. You are being notified now so that you may, if you have not already done so, take steps to remove those fire hazard conditions found on your property.

Enclosed is a copy of the Fire Hazard Reduction Inspection form specifying those areas that are not in compliance as well as the Fire Hazard Reduction Guidelines and Fire Hazard Reductions Checklist that can assist you in bringing your property into compliance. More information on the Vegetation Management Standards and Guidelines may be found on the Fire District's website at: www.kensingtonfire.org under Vegetation Management Standards. Additional information is also available at www.readyforwildfire.org or www.cafiresafecouncil.org as well as many others.

If you have recently completed the work to meet these standards, no further action is required. If not, your property is required to be brought into compliance no later than **July 24th**. Report completed work by accessing your report using the link and access code below. When the Fire Department has cleared your property, it will be dropped from our list and no further action will be taken at that time.

August 13th at 7:00PM the Kensington Board of Directors will hold a public hearing at the Kensington Community Center (59 Arlington Ave) to declare those properties still not in compliance as a public nuisance. Your property is at risk of being declared a public nuisance and subject to further abatement actions. In accordance with the Government Code, you may appear before the Board at this public hearing to dispute this declaration.

If you have not done so already, please take immediate action to remove those fire hazard conditions and we thank you for your cooperation in helping us make Kensington a more fire safe community.

Sincerely,

Chase Beckman

Chase Beckman

Fire Marshal


**Find your
report**
Access Code

{code}

[defensiblespacereport.org/
elcerritokensingtonfiredepartment](http://defensiblespacereport.org/elcerritokensingtonfiredepartment)




KENSINGTON FIRE PROTECTION DISTRICT

c/o El Cerrito Fire Department
 10900 San Pablo Avenue
 El Cerrito, CA 94530
 (510) 215-4450
 FAX (510) 232-4917

August 10, 2026

Parcel Number: XXXX
 Property Address: XXXXXXXXX Kensington, CA XXX
 Property Owner: XXXXXXXX
 Property Owner's Address: XXXXXXXXX

NOTICE TO DESTROY WEEDS AND REMOVE RUBBISH, REFUSE AND OTHER FLAMMABLE MATERIAL

On **August 13, 2026 at 7:00 PM**, the Kensington Fire Protection District Board of Directors declared that your property in the Kensington community, designated above by address and parcel number, constitutes a public nuisance because of the presence of weeds, rubbish, litter or other flammable material which creates a fire hazard, a menace to the public health, or is otherwise noxious or dangerous.

A previous notice was sent to you informing you of the August 13, 2026 hearing and further informing you of your obligation to remove the weeds, rubbish, refuse and other flammable material from your property. **If you do not immediately abate these nuisance conditions, the District will do so and the costs for removal of the weeds, rubbish, refuse and other flammable material will be assessed against your property as a lien and special assessment.** These removal costs shall then be collected in the time and manner of ordinary municipal taxes.

You will not receive any further notices from the District prior to this removal. The District shall perform this removal either through its own staff or through private contract sometime between **September 14th and September 24th 2026**. It is impossible to predict what it will cost the District to remove these nuisance conditions from your property. The costs depend on the severity of those conditions. In past years these abatement costs have sometimes exceeded \$8,000 per parcel for those parcels with severe nuisance conditions.

The Kensington Fire Protection District Board of Directors will hold a public hearing on **October 8th at 7:00 p.m.** At this hearing, the Board will receive the staff report and cost of abatement for your property. Objections to the abatement costs can be heard at this public hearing. Contact the Fire Department for the location of the meeting or go to the Kensington Fire Protection District website at <https://www.kensingtonfire.org/meetings> for meeting information.

If you have any questions, contact the Fire Department at 10900 San Pablo Avenue, El Cerrito, CA 94530. The phone number is (510) 215-4457.

Chase Beckman

Chase Beckman
 Fire Marshal



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, agendaize 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:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: August 13, 2026

David Aranda, Interim General Manager

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:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: August 13, 2026

David Aranda, Interim General Manager

Sylvia Hacaj, President of the Board

		Item #08a	
 Print			× Close
Payee	Amount	Process Date	
Amazon Capital Services, Inc. Electronic Confirmation #:510	\$976.47	07/15/2026	
Amazon Capital Services, Inc. Electronic Confirmation #:476	\$1,418.07	07/15/2026	
AT&T CalNet Check Confirmation #:511	\$32.14	07/15/2026	
Battalion One Fire Protection Electronic Confirmation #:513	\$4,249.00	07/15/2026	
Best Best & Krieger LLP Electronic Confirmation #:477	\$1,680.30	07/15/2026	
C&J Cleaning Services Electronic Confirmation #:483	\$1,150.00	07/15/2026	
City of Albany Check Confirmation #:506	\$2,750.00	07/15/2026	
CLEA Check Confirmation #:478	\$325.00	07/15/2026	
Comcast Electronic Confirmation #:479	\$166.83	07/15/2026	
Delta Dental Electronic Confirmation #:512	\$506.60	07/15/2026	
Department of Industrial Relations Check Confirmation #:509	\$675.00	07/15/2026	
EBMUD Check Confirmation #:484	\$54.15	07/15/2026	
EBMUD Check Confirmation #:485	\$521.58	07/15/2026	
EBMUD Check Confirmation #:480	\$3,493.55	07/15/2026	
Government Leasing and Finance, Inc. Check Confirmation #:501	\$1,300.05	07/15/2026	
Great America Financial Svcs. Electronic Confirmation #:481	\$221.57	07/15/2026	
Greg Harman Check Confirmation #:482	\$405.80	07/15/2026	
HVRR - Akin Arian Check Confirmation #:523	\$1,150.00	07/15/2026	
HVRR - Arman Zand Check Confirmation #:515	\$1,620.00	07/15/2026	
HVRR - Cindy Zedeck Check Confirmation #:517	\$5,625.00	07/15/2026	
HVRR - Gina Rosen Check Confirmation #:521	\$3,750.00	07/15/2026	
HVRR - Hitoshi Murayama	\$5,625.00	07/15/2026	

Check Confirmation #:519		
HVRR - Inessa Lee Check Confirmation #:514	\$400.00	07/15/2026
HVRR - Karen Nguyen Check Confirmation #:516	\$2,000.00	07/15/2026
HVRR - Michael Feiler Check Confirmation #:520	\$1,350.00	07/15/2026
HVRR - Ted Joseph Check Confirmation #:522	\$700.00	07/15/2026
HVRR - Yuval Shimoni Check Confirmation #:518	\$1,500.00	07/15/2026
IT Management Corporation Electronic Confirmation #:475	\$327.91	07/15/2026
L.N. Curtis and sons Electronic Confirmation #:487	\$123.15	07/15/2026
LEHR Upfitters OPCO LLC Electronic Confirmation #:488	\$2,701.20	07/15/2026
Major Alarm INC Electronic Confirmation #:486	\$71.00	07/15/2026
Mobile Modular Electronic Confirmation #:503	\$5,488.80	07/15/2026
Mobile Modular Electronic Confirmation #:504	\$190,001.79	07/16/2026
NBS Government Finance Group Electronic Confirmation #:489	\$2,826.90	07/15/2026
Nicolay Consulting Check Confirmation #:505	\$5,250.00	07/15/2026
Oliver's Tow Check Confirmation #:490	\$136.50	07/15/2026
PG&E Electronic Confirmation #:491	\$341.72	07/15/2026
PG&E Electronic Confirmation #:492	\$1,422.91	07/15/2026
Polis Solutions, Inc. Electronic Confirmation #:493	\$1,620.00	07/15/2026
Smile Business Products, Inc. Electronic Confirmation #:494	\$40.19	07/15/2026
Smile Business Products, Inc. Electronic Confirmation #:495	\$113.73	07/15/2026
Special District Risk Management Authority Check Confirmation #:496	\$1,601.00	07/15/2026
Special District Risk Management Authority Check Confirmation #:502	\$84,714.02	07/15/2026
Special District Risk Management Authority Check Confirmation #:507	\$190,661.01	07/17/2026

Stericycle, Inc. Electronic Confirmation #:508	\$420.56	07/15/2026
Sun Ridge Systems, Inc. Check Confirmation #:497	\$12,486.00	07/15/2026
Universal Building Services Check Confirmation #:500	\$858.32	07/15/2026
WEX Bank Check Confirmation #:498	\$2,869.92	07/15/2026
WEX BANK Check Confirmation #:499	\$1,233.72	07/15/2026
Subtotal	\$548,956.46	Primary Checking *****0780
Total	\$548,956.46	Skipped payments not included in the total.

		Item #08b	× Close
Print			
Payee	Amount	Process Date	
AFLAC Electronic Confirmation #:524	\$663.70	07/30/2026	
AT&T Electronic Confirmation #:527	\$983.59	07/30/2026	
AT&T Mobility Electronic Confirmation #:526	\$984.90	07/30/2026	
BAAQMD Check Confirmation #:544	\$646.00	07/30/2026	
Bay Area News Group Check Confirmation #:525	\$93.84	07/30/2026	
Beyond Ledgers LLC Check Confirmation #:528	\$3,990.00	07/30/2026	
Bob Murray & Associates Check Confirmation #:529	\$1,306.41	07/30/2026	
CDW Government Electronic Confirmation #:530	\$4,942.45	07/30/2026	
Community Violence Solutions Check Confirmation #:541	\$500.00	07/30/2026	
Contra Costa County Law & Justice Systems Check Confirmation #:532	\$3,190.11	07/30/2026	
Data Ticket Inc. Check Confirmation #:531	\$126.06	07/30/2026	
Delta Dental Electronic Confirmation #:542	\$506.60	07/30/2026	
Fernando Herrera Electronic Confirmation #:540	\$3,375.00	07/30/2026	
Fernando Herrera Electronic Confirmation #:553	\$9,010.00	07/31/2026	
Fernando Herrera Electronic Confirmation #:543	\$1,020.00	07/30/2026	
Greg Harman Check Confirmation #:533	\$405.80	07/30/2026	
HVRR - Bob Moll Check Confirmation #:547	\$1,250.00	07/30/2026	
HVRR - Ednalee Warnecke Check Confirmation #:550	\$5,625.00	07/30/2026	
HVRR - Iris Korovesi Check Confirmation #:552	\$1,875.00	07/30/2026	
HVRR - J Connolly Check Confirmation #:546	\$705.00	07/30/2026	
HVRR - Jeff Ingram Check Confirmation #:548	\$5,625.00	07/30/2026	
HVRR - Malcolm Chun	\$2,025.00	07/30/2026	

Check Confirmation #:545		
HVRR - Mary Lynn Sasso Check Confirmation #:549	\$850.00	07/30/2026
HVRR - Pam Marcus Check Confirmation #:551	\$1,946.63	07/30/2026
L.N. Curtis and sons Electronic Confirmation #:534	\$110.36	07/30/2026
PG&E Electronic Confirmation #:539	\$354.66	07/30/2026
Smile Business Products, Inc. Electronic Confirmation #:536	\$113.73	07/30/2026
Smile Business Products, Inc. Electronic Confirmation #:535	\$40.19	07/30/2026
U.S Bank Corporate Payment Systems Electronic Confirmation #:538	\$2,917.02	07/30/2026
Walnut Creek Ford Check Confirmation #:537	\$480.95	07/30/2026
Subtotal	\$55,663.00	Primary Checking *****0780
Total	\$55,663.00	Skipped payments not included in the total.



Good Morning, Karn Borisuthiratana

Online Activity

Date	Status	Check number	Account	Payee & GL	Amount
7/15/2026	Accepted	N/A	Regular Checking 1550780	Bay View - 05-448	\$4,287.09
7/15/2026	Accepted	N/A	Regular Checking 1550780	Jom Law - 02-410	\$75.30
7/15/2026	Accepted	N/A	Regular Checking 1550780	CPCA - 02-422	\$600.00
7/15/2026	Accepted	N/A	Regular Checking 1550780	CCC - 02-410	\$887.54
				Deposit Total:-	\$5,849.93



Good Morning, Karn Borisuthiratana

Online Activity

Date	Status	Check number	Account	Payee & GL	Amount
7/30/2026	Accepted	N/A	Regular Checking 1550780	CCC - 02-410	\$413.09
7/30/2026	Accepted	N/A	Regular Checking 1550780	Lift & Sprint GL 04-419	\$900.00
				Deposit Total:-	\$1,313.09

KENSINGTON COMMUNITY SERVICES DISTRICT



MONTHLY FINANCIALS FOR THE PERIOD JULY 1, 2026 THROUGH JULY 31, 2026



Kensington Community Services District
Balance Sheet Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	
1	Current Assets	
2	Bank Accounts	
3	100 Petty Cash	100
4	101 Five Star Checking	438,402
5	103 Five Star Saving	3,182,045
6	105 CLASS - KPPCSD	903,004
7	106 Checking FSA	4,111
8	107 CLASS - PATHS	6,192
9	139 LAIF-District	4,682,826
10	Total Bank Accounts	\$ 9,216,680
11	Accounts Receivable	
12	144 Advance on Suppl. Taxes	18,708
13	148 Interest Receivable	(23)
14	Total Accounts Receivable	\$ 18,685
15	Other Current Assets	
16	153 Prepaid Expenses	284,837
17	164 Deferred Outflow of Res. -OPEB Fire	68,093
18	193 Fire Prepaid CERBT Retiree Trust	802,416
19	Total Other Current Assets	\$ 1,155,346
20	Total Current Assets	\$ 10,390,711
21	Fixed Assets	
22	160 Police Fixed Assets	
23	161 Police Bldg Improvements	200,061
24	162 Patrol Cars	677,459
25	163 Patrol Cars Accessories	43,673
26	165 Personal Police Equipment	72,587
27	166 Police Traffic Equipment	19,008
28	167 Station Equipment-Police	73,627
29	168 Office Furn & Equip	11,333
30	169 Computer Equip	133,594
31	Total 160 Police Fixed Assets	\$ 1,231,342
32	170 Park/Rec Fixed Assets	
33	171 Land	2,808,347
34	172 Community Center Building	2,310,260
35	173 Community Center Improvements	158,833
36	174 Park Improvements	976,065
37	178 Pk/R Furn & Fixtures	50,600
38	Total 170 Park/Rec Fixed Assets	\$ 6,304,106



Kensington Community Services District
Balance Sheet Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	
39	180 Fire Fixed Assets	
40	181 Fire Building & Improvements	12,297,000
41	182 Equipment	1,976,576
42	183 Land	5,800
43	Total 180 Fire Fixed Assets	\$ 14,279,376
44	189 Accumulated Depreciation	(4,617,602)
45	Total Fixed Assets	\$ 17,197,222
46	Other Assets	
47	190 Deferred Outflows - OPEB	115,679
48	191 Deferred Outflows - Pension	1,063,572
49	Total Other Assets	\$ 1,179,251
50	TOTAL ASSETS	\$ 28,767,184
51	LIABILITIES AND EQUITY	
52	Liabilities	
53	Current Liabilities	
54	Accounts Payable	
55	210 Accounts Payable	116,761
56	Total Accounts Payable	\$ 116,761
57	Other Current Liabilities	
58	220 Payroll Liabilities	
59	231 AFLAC	112
60	Total 220 Payroll Liabilities	\$ 112
61	802 FSA Liability (Lively)	(797)
62	517 FSA Liability - Police	1,757
63	806 FSA Liability - Adm	562
64	Total 802 FSA Liability (Lively)	\$ 1,522
65	Total Other Current Liabilities	\$ 1,634
66	Total Current Liabilities	\$ 118,394
67	Long-Term Liabilities	
68	240 2020 Pension Obligation Bond	
69	241 2020 POB - ST Portion	195,000
70	242 2020 POB - LT Portion	3,338,000
71	Total 240 2020 Pension Obligation Bond	\$ 3,533,000
72	265 Compensated Absence/Vac Buyback	181,654
73	281 PSB Loan	
74	282 PSB Loan - ST	59,322
75	283 PSB Loan - LT	1,988,903
76	Total 281 PSB Loan	\$ 2,048,225



Kensington Community Services District
Balance Sheet Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	
77	290 Community Center Loan	
78	291 Community Center Loan - ST	27,286
79	292 Community Center Loan - LT	57,723
80	Total 290 Community Center Loan	<u>\$ 85,009</u>
81	293 Vehicle Capital Lease	146,533
82	294 El Cerrito Reconciliations Liability	94,869
83	295 Net OPEB Liability	(748,239)
84	296 Net Pension Liability	1,061,775
85	297 Deferred Inflows - OPEB	157,210
86	298 Deferred Inflows - Pension	697,377
87	Total Long-Term Liabilities	<u>\$ 7,257,414</u>
88	Total Liabilities	<u>\$ 7,375,808</u>
89	Equity	
90	300 Opening Bal Equity	84
91	301 Fire Equity	15,735,367
92	350 Invest. in Assets	5,164,503
93	390 Retained Earnings	1,480,502
94	395 Prior Period Adjustment	(162,591)
95	Net Income	(826,489)
96	Total Equity	<u>\$ 21,391,376</u>
97	TOTAL LIABILITIES AND EQUITY	<u>\$ 28,767,184</u>



Kensington Community Services District
Budget vs. Actuals: General Fund Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
1	Income				
2	01- 400 Property Tax Revenue				
3	01-401 Levy Tax - Co. Prop. 1%			8,800,000	0%
4	Total 01-400 Property Tax Revenue	\$ -	\$ -	\$ 8,800,000	0%
5	01-440 Interest and Admin Charges				
6	01-456 Interest	59,682	59,682	300,000	20%
7	01-458 Other District Rev - Allocation			30,700	0%
8	Total 01-440 Interest and Admin Charges	\$ 59,682	\$ 59,682	\$ 330,700	18%
9	Total Income	\$ 59,682	\$ 59,682	\$ 9,130,700	1%
10	Gross Profit	\$ 59,682	\$ 59,682	\$ 9,130,700	1%
11	Expenses				
12	01-500.1 Benefits				
13	01- 550.6 FSA Expenses	100	100	1,500	7%
14	Total 01-500.1 Benefits	\$ 100	\$ 100	\$ 1,500	7%
15	01-800 District Expenses				
16	01-815 Admin Communications			15,000	0%
17	01-814 Website development/Maint.			10,000	0%
18	01-813 IT Services & Equipment			15,000	0%
19	01-816 Office Supplies			10,000	0%
20	01-817 Printing and Postage			6,000	0%
21	01-818 Mileage Reimbursement			1,500	0%
22	01-819 Dues/Subscriptions	833	833	20,000	4%
23	01-820 Copier Contract	529	529	2,000	26%
24	01- 825 Board Continuing Ed/Conferences	103	103	5,000	2%
25	01-831 Training and Travel Admin			15,000	0%
26	01-832 Landscaping & Maintenance			6,000	0%
27	01-860 Election			8,000	0%
28	01-870 County Expenditures			68,000	0%
29	01-997 Payroll Expense	1,090	1,090	14,000	8%
30	01-580 Utilities			5,000	0%
31	01-898 Other Expenses	37	37	5,000	1%
32	Total 01-800 District Expenses	\$ 2,591	\$ 2,591	\$ 205,500	1%
33	01-800.2 Salaries & Benefits				
34	01-807 Salaries	13,024	13,024	390,396	3%
35	01-808 Payroll Taxes	975	975	29,865	3%
36	Total 01-800.2 Salaries & Benefits	\$ 13,999	\$ 13,999	\$ 420,261	3%
37	01-800.3 Professional Services				



Kensington Community Services District
Budget vs. Actuals: General Fund Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
38	01- 830 Legal (District/Personnel)	6,569	6,569	60,000	11%
39	01-835 Consulting	1,306	1,306	10,000	13%
40	01-836 Operational Consulting			50,000	0%
41	01-840 Consulting Accounting	3,990	3,990	45,000	9%
42	01-841 Audit			30,000	0%
43	Total 01-800.3 Professional Services	\$ 11,865	\$ 11,865	\$ 195,000	6%
44	01-800.4 Insurances & LAFCO				
45	01-850 Risk management Insurance			65,000	0%
46	01- 851 Workers Compensation	771	771	7,500	10%
47	01-861 LAFCO			3,000	0%
48	Total 01-800.4 Insurances & LAFCO	\$ 771	\$ 771	\$ 75,500	1%
49	01- 950 Capital Outlay				
50	01- 969 Computer Equipment			\$ 10,000	
51	Total 01-950 Capital Outlay	\$ -	\$ -	\$ 10,000	
52	Total Expenses	\$ 29,326	\$ 29,326	\$ 907,761	3%
53	Net Operating Income	\$ 30,356	\$ 30,356	\$ 8,222,939	0%
54	01-977 PSB Loan Principal			\$ 59,322	
55	01-979 PSC Loan interest			\$ 81,351	
56	Total Other Expenses	\$ -	\$ -	\$ 140,673	
57	Net Income	\$ 30,356	\$ 30,356	\$ 8,082,266	0%



Kensington Community Services District
Budget vs. Actuals: Police Fund Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
1	Income				
2	02-400.1 Assessments				
3	02-402 Special Tax-Police			686,000	0%
4	02-404 Measure G Supplemental Tax			741,000	0%
5	Total 02-400.1 Assessments	\$ -	\$ -	\$ 1,427,000	0%
6	02-400.2 Grant Revenue				
7	02-414 POST Reimbursement			3,000	0%
8	02-415 SLESF			200,000	0%
9	Total 02-400.2 Grant Revenue	\$ -	\$ -	\$ 203,000	0%
10	02-400.3 Reimbursements & Fees				
11	02-410 Police Fees/Service Charges	1,515	1,515	15,000	10%
12	02-418 CERBT Disbursements			122,000	0%
13	Total 02-400.3 Reimbursements & Fees	\$ 1,515	\$ 1,515	\$ 137,000	1%
14	02-422 PD Grant Revenue	600	600		
15	Total Income	\$ 2,115	\$ 2,115	\$ 1,767,000	0%
16	Gross Profit	\$ 2,115	\$ 2,115	\$ 1,767,000	0%
17	Expenses				
18	02-500 Police Salaries				
19	02-502 Officers Salaries				
20	02-503 Holiday Pay	2,282	2,282	50,373	5%
21	02-503.4 Incentive Pay-Longevity Pay	439	439	13,760	3%
22	02-504 Incentive Pay- Education	707	707	17,110	4%
23	02-505 Incentive Pay- POST Certificate	2,339	2,339	51,174	5%
24	502.1 Officers Salary	61,868	61,868	1,471,456	4%
25	Total 02-502 Officers Salaries	\$ 67,635	\$ 67,635	\$ 1,603,873	4%
26	02-506 Overtime	5,146	5,146	80,000	
27	02-506.2 Overtime Special Events			10,000	
28	02-548 GASB 75 - Expense	5,250	5,250		
29	Total 02-500 Police Salaries	\$ 78,031	\$ 78,031	\$ 1,693,873	5%
30	02-500.1 Benefits				
31	02-509 Hiring Bonus			10,000	0%
32	02-516 Uniform Allowance	50	50	1,200	4%
33	02-520 In Lieu Health Expense	500	500	12,000	4%
34	02-521-A Medical/Vision/Dental-Active	19,789	19,789	205,000	10%
35	02-521-R Medical/Vision/Dental-Retired	7,935	7,935	90,000	9%
36	02-522 Officer Life Insurance	325	325	3,300	10%
37	Total 02-500.1 Benefits	\$ 28,599	\$ 28,599	\$ 321,500	9%



Kensington Community Services District
Budget vs. Actuals: Police Fund Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
38	02-500.2 Taxes & Worker's Comp				
39	02-808 Payroll Taxes	1,026	1,026	26,000	4%
40	02-851 Workers Compensation PD	12,489	12,489	77,190	16%
41	Total 02-500.2 Taxes & Worker's Comp	\$ 13,514	\$ 13,514	\$ 103,190	13%
42	02-500.3 Retirement				
43	02-527 CalPERS District Share	23,775	23,775	284,000	8%
44	02-529 Pension Obligation Bond Payment			331,258	0%
45	Total 02-500.3 Retirement	\$ 23,775	\$ 23,775	\$ 615,258	4%
46	02-550 Police Operating Expenses				
47	02-519 Axon - Body Cam/Tasers/Storage	4,262	4,262	30,500	14%
48	02-554 Traffic Safety/Equipment	2,827	2,827	18,000	16%
49	02-568 Evidence, Investigation, Forens	520	520	7,000	7%
50	02-575 Community Safety Cameras			15,000	0%
51	02-594 Community Events & Volunteer Programs	601	601	9,000	7%
52	02-819 PD Subscriptions/Memberships	565	565	8,000	7%
53	Total 02-550 Police Operating Expenses	\$ 8,776	\$ 8,776	\$ 87,500	10%
54	02-550.1 Buiding & District Expenses				
55	02-567 Building Alarm, Fire, Security	427	427	5,000	9%
56	02-580 PG&E, EBMUD, and Phone	2,734	2,734	35,000	8%
57	02-581 Building Repairs and Maintenanc			4,000	0%
58	02-587 IT Contract City of San Pablo	6,726	6,726	45,000	15%
59	02-590 Janitorial	1,246	1,246	13,000	10%
60	02-592 Website Social Media Contracts	46	46	1,000	5%
61	02-597 Police Bldg. Lease	5,489	5,489	80,000	7%
62	02-816 Office Supplies and Expenses	664	664	10,000	7%
63	Total 02-550.1 Buiding & District Expenses	\$ 17,333	\$ 17,333	\$ 193,000	9%
64	02-550.2 Fleet Related Expenses				
65	02-561 Fleet Maintenance, Fuel, Toll,	5,856	5,856	75,000	8%
66	02-563 Vehicle Lease	1,300	1,300	16,000	8%
67	02-566 Radio Maintenance			10,000	0%
68	02-588 Police Fleet Cellular Contract	985	985	12,000	8%
69	Total 02-550.2 Fleet Related Expenses	\$ 8,141	\$ 8,141	\$ 113,000	7%
70	02-550.3 Personnel Miscellaneous				
71	02-553 Uniforms, Eqpmt, & Duty Gear	371	371	20,000	2%
72	02-570 Training and Travel Exp	2,935	2,935	25,000	12%
73	02-572 Recruiting, Hiring, and Backgro	1,620	1,620	1,500	108%
74	02-574 Reserve Program			1,500	0%



Kensington Community Services District
Budget vs. Actuals: Police Fund Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
75	02-835 Consulting - Bckgrnd/hiring/rec			50,000	0%
76	Total 02-550.3 Personnel Miscellaneous	\$ 4,926	\$ 4,926	\$ 98,000	5%
77	02-550.4 Prof Services & Insurance				
78	02-555 CAPS			11,500	0%
79	02-596 Lexipole			4,500	0%
80	02-830 Legal	1,417	1,417	4,000	35%
81	02-850 Risk Management Insurance			80,000	0%
82	Total 02-550.4 Prof Services & Insurance	\$ 1,417	\$ 1,417	\$ 100,000	1%
83	02- 950 Capital Outlay				
84	02-564 Cal-ID, ARIES, SunRidge, LEFTA	4,231	4,231	190,000	2%
85	02-963 Patrol Car Accessories			40,000	0%
86	02-967 Station Equipment			15,000	0%
87	02-982 Police Building Cap Projects	190,002	190,002		
88	Total 02-950 Capital Outlay	\$ 190,002	\$ 190,002	\$ 55,000	345%
89	Total Expenses	\$ 378,746	\$ 378,746	\$ 3,570,321	11%
90	Net Operating Income	\$ (376,631)	\$ (376,631)	\$ (1,803,321)	21%
91	Net Income	\$ (376,631)	\$ (376,631)	\$ (1,803,321)	21%



Kensington Fire Protection District
Budget vs. Actuals: Fire Dept Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
1	Income				
2	03-402 Special Taxes			200,802.00	0%
3	03-418 CERBT Disbursements			53,000.00	0%
4	03-419 Other Revenue			3,000.00	0%
5	Total Income	\$ -	\$ -	\$ 256,802	0%
6	Gross Profit	\$ -	\$ -	\$ 256,802	0%
7	Expenses				
8	03-1008 Outside Professional Services				
9	03-1009 Actuarial Valuation			6,000	0%
10	03-1010 El Cerrito Contract Fee	420,893	420,893	4,897,000	9%
11	03-1011 El Cerrito Reconciliations			80,000	0%
12	03-1016 Wildland Vegetation Management			4,500	0%
13	03-1015 Fire Engineer Plan Review			3,000	0%
14	03-837 Emergency Prep Coordinator			110,000	0%
15	03-850 Risk Management Insurance	2,833	2,833		
16	Total 03-1008 Outside Prof. Services	\$ 423,726	\$ 423,726	\$ 5,100,500	8%
17	03-520 Retiree Medical Benefits				
18	03-521R Medical/Vision/Dental (Retired)	4,058	4,058	53,000	8%
19	Total 03-520 Retiree Medical Benefits	\$ 4,058	\$ 4,058	\$ 53,000	8%
20	03-904 Community Service Activities				
21	03-569 Emergency Preparedness			6,000	0%
22	03-905 KEEP Grant			15,000	0%
23	03-906 Haz. Veg. Removal Grant Exp	23,720	23,720	80,000	30%
24	03-908 Public Education			16,000	0%
25	Total 03-904 Community Service Activities	\$ 23,720	\$ 23,720	\$ 117,000	20%
26	03-910 Fire District Activities				
27	03-553 Uniforms, Equipment, & Duty Gear			4,000	0%
28	03-567 Building Alarm, Fire, Security, & Maint.	4,895	4,895	16,000	31%
29	03-576 Subscriptions/Memberships	626	626	5,000	13%
30	03-580 Utilities	1,028	1,028	52,500	2%
31	03-590 Janitorial			1,000	0%
32	03-590 Janitorial (Med Waste Disposal)	839	839	5,000	17%
33	03-644 Landscaping	1,020	1,020	5,000	20%
34	03-898 Other Expenses	54	54	5,000	1%
35	Total 03-910 Fire District Activities	\$ 8,462	\$ 8,462	\$ 93,500	9%
36	03-970 Capital Purchases				



Kensington Fire Protection District
Budget vs. Actuals: Fire Dept Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
37	03-967 Fire Station Equipment	675	675	40,000	2%
38	Total 03-970 Capital Purchases	\$ 675	\$ 675	\$ 40,000	2%
39	Total Expenses	\$ 460,642	\$ 460,642	\$ 5,404,000	9%
40	Net Operating Income	\$ (460,642)	\$ (460,642)	\$ (5,147,198)	9%
41	Net Income	\$ (460,642)	\$ (460,642)	\$ (5,147,198)	9%



Kensington Community Services District
Budget vs. Actuals: Parks Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
1	Income				
2	04-420.1 Parks Assessments				
3	04-402 Special Tax-L&L Parks			50,000	0%
4	Total 04-420.1 Parks Assessments	\$ -	\$ -	\$ 50,000	0%
5	04-420.2 Parks Rental Revenue				
6	04-419 Other Misc. Revenue	900	900		
7	04-427 Community Center Revenue	710	710	40,000	2%
8	04-438 Tennis Court Revenue	136	136	1,500	
9	Total 04-420.2 Parks Rental Revenue	\$ 1,746	\$ 1,746	\$ 41,500	4%
10	04-471 KCC Annual Fees			31,000	0%
11	Total Income	\$ 1,746	\$ 1,746	\$ 122,500	1%
12	Gross Profit	\$ 1,746	\$ 1,746	\$ 122,500	1%
13	Expenses				
14	04-600 Park/Rec Sal & Ben				
16	04-807 Parks Salaries	2,857	2,857	73,548	4%
17	04-808 Payroll Taxes Parks	236	236	5,626	4%
18	Total 04-600 Park/Rec Sal & Ben	\$ 3,093	\$ 3,093	\$ 79,174	4%
19	04-635 Park/Recreation Expenses				
20	04-640 Parks Expenses				
21	04-580 Utilities-Community Center	5,003	5,003	30,000	17%
22	04-581 Community Center Repairs			7,500	0%
23	04-590 Janitorial Supplies	858	858	2,500	34%
24	04-641 General Maintenance	350	350	20,000	2%
25	04-644 Landscaping	3,025	3,025	45,000	7%
26	04-653 Park Hardening	9,010	9,010		
27	04-830 Legal - Parks	1,500	1,500	1,000	150%
28	04-835 Consulting - Parks			5,000	0%
29	04-851 Workers Comp Parks	467	467	5,600	
30	Total 04-640 Parks Expenses	\$ 20,213	\$ 20,213	\$ 116,600	17%
31	04-650 Other Park Expenses				
32	04-658 Levy Administration	2,299	2,299	11,300	20%
33	04-674 Parks Maint/Repair			1,000	0%
34	04-850 Risk Management Insurance			18,000	0%
35	04-898 Other Expenses - Parks			10,000	0%
36	Total 04-650 Other Park Expenses	\$ 2,299	\$ 2,299	\$ 40,300	6%
37	Total 04-635 Park/Recreation Expenses	\$ 22,512	\$ 22,512	\$ 156,900	14%
38	04-950 Capital Outlay				



Kensington Community Services District
Budget vs. Actuals: Parks Unaudited
 For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
39	04-972 Park Buildings Improvement			120,000	
40	Total 04-950 Capital Outlay	\$ -	\$ -	\$ 120,000	0%
41	Total Expenses	\$ 25,606	\$ 25,606	\$ 356,074	7%
42	Net Operating Income	\$ (23,860)	\$ (23,860)	\$ (233,574)	10%
43	Other Income				
44	04-474 PATH Dedicated Capital Revenue			35,000	0%
45	Total Other Income	\$ -	\$ -	\$ 35,000	0%
46	Other Expenses				
47	04-700 Bond Expense				
48	04-975 Community Center Loan Repayment			30,500	0%
49	Total 04-700 Bond Expense	\$ -	\$ -	\$ 30,500	0%
50	04-976 PATHS Capital Expense			65,000	0%
51	Total Other Expenses	\$ -	\$ -	\$ 95,500	0%
52	Net Other Income	\$ -	\$ -	\$ (60,500)	0%
53	Net Income	\$ (23,860)	\$ (23,860)	\$ (294,074)	8%



Kensington Community Services District
Budget vs. Actuals: Waste Management Unaudited
For Period July 1, 2026 to July 31, 2026

Line	Account	Jul-26	FY27 YTD Actual	FY 27 Budget	% of Budget
1	Income				
2	05-440 Interest and Admin Charges				
3	05-448 Franchise Fees	4,287	4,287	120,000	4%
4	Total 05-440 Interest and Admin Charges	\$ 4,287	\$ 4,287	\$ 120,000	4%
5	Total Income	\$ 4,287	\$ 4,287	\$ 120,000	4%
6	Gross Profit	\$ 4,287	\$ 4,287	\$ 120,000	4%
8	Expenses				
9	05-750 Waste Managment Expenses				
10	05-751 Waste Removal Franchise Fee Exp			51,000	0%
11	05-752 Waste Management Program Admin			30,700	0%
12	05-799 Waste Mgmt Grant Exp			2,500	0%
13	05-830 Legal (Waste Mgmt)			2,500	0%
	05-835 Consulting			10,000	0%
14	05-898 Other WM Expenses			2,500	0%
15	Total 05-750 Waste Managment Expenses	\$ -	\$ -	\$ 99,200	0%
16	Total Expenses	\$ -	\$ -	\$ 99,200	0%
17	Net Operating Income	\$ 4,287	\$ 4,287	\$ 20,800	21%
18	Net Income	\$ 4,287	\$ 4,287	\$ 20,800	21%



Date: August 13, 2026

To: Board of Directors

Submitted by: David Aranda, Interim General Manager

Subject: Treasurer's Quarterly Report for the Kensington Police Protection and Community Services District (April 2026 through June 2026)

Recommendation

Receive and file the Treasurer's Quarterly Report for the Police Protection and Community Services District (April 2026 through June 2026).

Background

Attached you will find the following: Summary Statement from California Class, Summary Statement from LAIF, Summary Statements from Five Star Bank.

Please note that the treasurers' quarterly report does not reflect any money that Contra Costa County is holding tied in with the Kensington Fire Protection Department. That money is still under the jurisdiction of the County Treasurer.

I certify that all funds are being managed according to the District's Investment Policy number 2020 and that the District can meet expenditure requirements for the next six months.

This Treasurer's Quarterly Report complies with Government Code 53646 and 53607.
David Aranda, Treasurer of KCSD

Exhibit(s)

- Policy 2020 Investment Policy

2020: Investment Policy

2020.10 Regulations:

- a) The State Legislature has declared the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (Government Code (GC) § 53600.6 and § 53630.1); and,
- b) Government Code Sections 53601, et seq., allow the legislative body of a local agency to invest surplus monies not required for the immediate necessities of the local agency; and,
- c) The fiscal officer of a local agency is required to annually prepare and submit a statement of investment policy and such policy, and any changes thereto, is to be considered by the local agency's legislative body at a public meeting (GC § 53646(a)).
- d) For these reasons, and to ensure prudent and responsible management of the public's funds, it is the policy of the District to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of District funds.

2020.10.1 Scope:

This investment policy applies to all financial assets of the District. These funds are accounted for in the annual audited financial statements of the District and include:

- a) Demand Accounts
- b) Investments
- c) General Fund
- d) Local Agency Investment Fund [others]
- e) Operation and Maintenance Fund
- f) Enterprise Funds [others]

2020.10.2 Prudence:

The Board and persons authorized to make investment decisions subject to these policies are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs,

not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in the next issued quarterly treasury report and appropriate action are taken to control adverse developments. When a deviation poses a significant risk to the District's financial position, the Board shall be notified immediately.

2020.10.3 Objectives:

As specified in GC §53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives of the investment activities, in priority order, shall be:

- a) Safety: Safety of principal is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the whole portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.



KENSINGTON POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

July 2026

PREPARED BY:
Kensington Police Department

CHIEF OF POLICE:
Mike Gancasz

REPORT DATE:
August 1st, 2026



The monthly report provides an overview of the Police Department's activities. It includes statistical data and police activity logs representing some of the enforcement efforts and public safety trends this month. The report highlights department initiatives, accomplishments, and community engagement efforts.

Patrol Operations

Kensington Police managed 1,334 incidents, an increase from 905 in June. 1075 were officer-initiated activity, an increase from 758 the previous period and 259 were dispatched calls for service. Officer-initiated activity included 92 traffic stops, 349 building/security checks, and 7 vehicle/pedestrian checks. Officers issued 72 citations and 54 warnings, an increase from 42 combined last month.

Officers responded to 259 dispatched calls for service, an increase from the 150 calls handled in the prior period. Additionally, the department authored 19 investigative reports, of which 9 were NIBRS crime reports, a decrease from the 23 reports filed in June.

No arrests were made, representing a decrease from 1 in June.

Patrol operations continued with reduced staffing, requiring personnel to prioritize calls for service and community policing responsibilities, resulting in fewer opportunities for discretionary enforcement.

Table 1. Patrol Data Comparison by Month

Patrol comparison data, charts, and maps were unavailable this month due to maintenance on the RMS and the integration of crime analytics systems.

Metric	June 2026	July 2026
Total Incidents	918	1334
Dispatched Calls for Service	150	259
Traffic Stops	35	92
Citations Issued	27	72
Investigative Reports	23	19
Misdemeanor Arrests	0	0
Felony Arrests	0	0
Avg. Response Time	5.1 min	4.9



Table 2. July 2026 NIBRS Offense Data

Offense	Description	NIBRS Code	# this Period
2800(A) VC	Fail to obey a peace officer: lawful order or inspection (M)	90Z	1
368(D)(1) PC	Elder Abuse – False Pretense (M)	26A	1
459 PC	Burglary - From motor vehicle (F)	23F	1
459 PC	Burglary: second degree - From motor vehicle (M)	23F	1
484(A) PC	Theft of personal property - From motor vehicle (M)	23F	1
487(A) PC	Grand theft: money/labor/property - From motor vehicle (F)	23F	1
487(A) PC	Grand theft: money/labor/property - Motor vehicle parts/accessories (F)	23G	2
594(A)(1) PC	Vandalism: deface property (M)	290	1
20002(a)(1) CVC	Vehicle Hit & Run – No Injury	NR	1
5150 WI	Unable to care for self or others	NR	3
DTKPD	KPD DEA Drug Takeback	NR	4
IMPOUND	IMPOUND	NR	1
OTHER	PROPERTY FOR DESTRUCTION	NR	1
TOTAL			19



Traffic Safety

One non-injury hit and run collision was reported. A reduction from two in June.

Patrol Activity Log:

Date	Time	Location	Offense Statute	Offense(s)	Severity	Arrest	Summary
7/01/2026	12:29 AM	XX Rincon Rd, Kensington, CA 94707	484(A) PC	Theft of Property	Felony	No	A grand theft was reported at XX Rincon Rd, Kensington, CA 94707. No arrest was made, but the investigation is still ongoing.
7/01/2026	07:08 PM	XXX Los Altos RD Kensington, Ca 94707	459 PC	Burglary - From Motor Vehicle (F)	Felony	No	A vehicle burglary was reported at XXX Los Altos Rd, Kensington, CA 94708. No suspects were located, and the case remains pending follow-up.
7/02/2026	03:15 PM	109XX San Pablo Av. El Cerrito, Ca 94530	DTKPD	KPD DEA Drug Takeback	Administrative	No	A scheduled drug take-back collection was conducted at 109XX San Pablo Ave, El Cerrito, CA 94530. Items were collected, booked into evidence, and the case was closed administratively.
7/06/2026	04:00 AM	XX Kingston Rd Kensington, CA 94707	487(A) PC	Grand Theft – Vehicle Parts (F)	Felony	No	A grand theft of vehicle parts was reported at XX Kingston Rd, Kensington, CA 94708. No suspects were located, and the case remains pending follow-up.
7/06/2026	11:00 AM	XXX Coventry Rd, Kensington, CA 94707	487(A) PC	Grand Theft – Vehicle Parts (F)	Felony	No	A grand theft of vehicle parts was reported at XXX Coventry Rd, Kensington, CA 94708. No suspects were located, and the case remains pending follow-up.
7/07/2026	10:23 AM	XX Coventry Rd, Kensington, CA 94707	IMPOUND	IMPOUND	Administrative	No	A vehicle was impounded for expired registration at XXX Coventry Rd, Kensington, CA 94708.
7/09/2026	11:30 AM	109XX San Pablo Av. El Cerrito, Ca 94530	DTKPD	KPD DEA Drug Takeback	Administrative	No	A scheduled drug take-back collection was conducted at 109XX San Pablo Ave, El Cerrito, CA 94530. Items were collected, booked into evidence, and the case was closed administratively.
7/09/2026	06:42 PM	XXX Coventry Rd, Kensington, CA 94708	368(D)(1) PC	Elder Abuse – False Pretenses (F)	Felony	No	An elder care concern was investigated at XXX Coventry Rd, Kensington, CA 94708, involving potential financial fraud. There was no financial loss; the case was closed as informational.
7/10/2026	07:45 AM	XXXX Ocean View Ave, Kensington, CA 94706	459(A) PC	Burglary - From Motor Vehicle (F)	Felony	No	A vehicle burglary was reported at XXX Ocean View Ave, Kensington, CA 94708. No suspects were located, and the case remains pending follow-up.
7/10/2026	08:05 AM	XX Stratford Rd, Kensington, CA 94708	459(A) PC	Burglary - From Motor Vehicle (M)	Misdemeanor	No	A vehicle burglary was reported at XXX Stratford Rd, Kensington, CA 94708. No suspects were located, and the case remains pending follow-up.
7/10/2026	03:30 PM	XXX Coventry Rd, Kensington, CA 94707	484(A) PC	Petty Theft – From Vehicle	Misdemeanor	No	A petty theft from a vehicle was reported at XXX Coventry Rd, Kensington, CA 94708. No suspects were located, and the case remains pending follow-up.



MONTHLY
REPORT

7/12/2026	11:39 PM	XXX Kenyon Ave, Kensington, CA 94708	5150 W&I	Mental Health Evaluation	Administrative	No	A welfare check was conducted at XXX Kenyon Ave, Kensington, CA 94707, resulting in a mental health referral. No arrest was made, and the case was closed.
7/29/2026	07:3 AM	XX Ardmore Rd, Kensington, CA 94707	487(A) PC	Grand Theft – Vehicle Parts (F)	Felony	No	A grand theft of vehicle parts was reported at XX Ardmore Rd, Kensington, CA 94707. No suspects were located, and the case remains pending follow-up.
7/30/2026	11:30 AM	XXX Arlington Ave, Kensington, CA 94707	DTKPD	KPD DEA Drug Takeback	Administrative	No	The Kensington Police Department conducted the weekly prescription drug takeback at XXX Arlington Ave, Kensington, CA 94707, collecting and securing one pound 5.8 ounces of medication with no crime reported.
7/30/2026	02:25 PM	XXX Lawson Rd, Kensington, CA 94707	459 PC	Residential Burglary	Felony	No	Officers responded to XXX Lawson Rd, Kensington, CA 94707, for a report of a residential burglary. Three juvenile subjects were contacted and released by their parents.
7/31/2026	10:58 AM	XXX Kenyon Ave, Kensington, CA 94708	5150 W&I	Mental Health Evaluation	Administrative	No	A welfare check was conducted at XXX Kenyon Ave, Kensington, CA 94707, resulting in a mental health referral. No arrest was made, and the case was closed.
7/13/2026	03:50 PM	X Edgcroft Rd, Kensington, CA 94707	20002(a)(1) CVC	Duty where prop damaged: locate & notify owner	Misdemeanor	No	A report of property damage, with efforts to locate and notify the owner, was documented at X Edgcroft Rd, Kensington, CA 94707; the investigation is currently ongoing.
7/14/2026	05:31 PM	XX Arlington Ct, Kensington, CA 94707	MP Aided	Misc. Person Aided	Administrative	No	A citizen assistance detail was generated at XX Arlington Ct, Kensington, CA 94707. A citizen requested the disposal of property.
7/16/2026	06:02 PM	Wellesley Ave/Kenyon Ave, Kensington, CA 94707	487(A) PC	Grand Theft – Vehicle Parts (F)	Felony	No	A grand theft of vehicle parts was reported at Wellesley Ave/Kenyon Ave, Kensington, CA 94707. No suspects were located, and the case remains pending follow-up.
7/17/2026	04:50 AM	Arlington Ave/Ardmore Ave, Kensington, CA 94707	2800(A) PC	Failure to obey Peace Officer: Lawful Order or Inspection	Misdemeanor	No	Officers attempted to stop a vehicle for a non-moving vehicle code violation near Arlington Ave/Ardmore Ave, Kensington, CA 94707. The vehicle failed to yield and sped away from officers at a high rate of speed. Officers did not pursue and advised neighboring jurisdictions. Investigation in on-going.
7/17/2026	03:55 PM	XXX Plateau Dr, Kensington, CA 94707	594(A)(1) PC	Vandalism (M)	Misdemeanor	No	A vehicle vandalism was reported at XXX Plateau Dr, Kensington, CA 94707. The front passenger window was broken. No suspects were located, and the case remains pending follow-up.
7/23/2026	11:30 AM	XXX Arlington Av, Kensington, CA 94707	DTKPD	KPD DEA Drug Takeback	Administrative	No	The Kensington Police Department conducted the weekly prescription drug takeback at XXX Arlington Av, Kensington, CA 94707, collecting and securing 1.36 pounds of medication with no crime reported.
7/27/2026	16:38 PM	XXXXXX San Pablo Ave El Cerrito, CA 94530	5150 W&I	Mental Health Evaluation	Administrative	No	A welfare check was conducted at XXXXX San Pablo Ave, El Cerrito, CA 94530, resulting in a mental health referral. No arrest was made, and the case was closed.



Training: Readiness, Development & Compliance:

July training focused on maintaining operational readiness through a balanced combination of tactical instruction, investigative training, legal updates, and professional development. Training opportunities supported the Department's commitment to officer safety, effective service delivery, and continuous improvement by reinforcing core competencies while expanding specialized knowledge. Department personnel completed approximately 26 hours of cumulative training during the month.

2026 Taser Operators Course Recertification:

Department personnel successfully completed the 2026 Taser Operator Recertification Course, maintaining certification in the safe, effective, and lawful deployment of Conducted Energy Weapons. The course reinforced current case law, department policy, deployment considerations, medical protocols, and practical application through classroom instruction and hands-on proficiency exercises. Recertification ensures officers remain prepared to use less-lethal force options, enhancing officer safety and reducing the likelihood of serious injury during enforcement encounters.

Gun Violence Restraining Orders (GVRO) POST Self-Paced Training:

Personnel completed the POST-certified Gun Violence Restraining Orders training, reviewing California laws governing the issuance and enforcement of firearm restraining orders. The course emphasized legal requirements, investigative considerations, and collaboration with the courts to temporarily restrict firearm access for individuals who present a significant danger to themselves or others. This training enhances the Department's ability to proactively intervene in situations where violence may be preventable.

KPD Pre-Arrangement Release Protocol Training Bulletin:

Personnel reviewed the Department's Pre-Arrangement Release Protocol Training Bulletin, which standardized procedures for releasing arrested individuals under qualifying circumstances. The training reinforced documentation requirements, legal compliance, and consistency in decision-making while ensuring adherence to current departmental policy and applicable state law.

The 2026 Contra Costa Bail Schedule:

Personnel received instruction on the 2026 Contra Costa County Bail Schedule, including a review of current bail amounts, statutory updates, and booking considerations applicable to criminal offenses. The training promotes consistent application of countywide procedures and ensures officers remain informed of changes affecting arrest processing and judicial operations.

The Role of the Officer in Child Sexual Assault Investigations:

Personnel completed specialized training focused on the law enforcement response to child sexual assault investigations. The course emphasized trauma-informed interviewing principles, evidence preservation, multidisciplinary coordination, victim-centered investigative practices, and legal considerations unique to crimes involving children. This training strengthens the Department's ability to conduct thorough, compassionate, and legally sound investigations involving vulnerable victims.



Chief of Police

Volunteers in Police Services VIPS

Our Volunteers, Logan, Gill, and Haynes, contributed over 12 hours of service to the Police Department and the community. Their contributions included administrative support, fleet management, inspection of patrol fleet vehicles, and several special projects as assigned.

Reserve Officer Program

Our Reserve Officer, Michael Tranate, contributed over 36 hours of service to the Police Department and the community. His contributions included serving as a secondary officer on patrol, training, and projects as assigned.

Kensington Park'd

The District of Kensington hosted the popular Kensington Park'd event on July 11, 2026, bringing together residents for an evening of great food, live music, and community fellowship. The event provided an excellent opportunity for members of the Kensington Police Department to engage with residents in a relaxed and welcoming environment, answering questions, discussing neighborhood concerns, and strengthening positive relationships outside of traditional law enforcement interactions. Community events such as this continue to reinforce the department's commitment to accessibility and building trust through meaningful engagement.





Cookies with The Cops

A community engagement event was held on Wednesday, July 22nd, generously sponsored by Raxakoul Coffee and Cheese. The event drew a strong turnout from community members and created a welcoming atmosphere for connection and conversation. Our staff had the opportunity to engage with residents, exchange information, and answer questions.



Join us for our next community event, Police In The Park, on Wednesday, August 26, 2026, from 1:30 p.m. to 3:30 p.m. We invite you to come out and enjoy cookies, snacks, and refreshments. For more information about upcoming events, visit [KPPCSD.org](https://www.kppcsd.org), Instagram, or our Facebook page.



POLICE IN THE PARK



Gather your friends and meet us at the Kensington Community Park for an afternoon of relaxation, laughter, and connection. KPD will host snacks and refreshments, and we hope to see you there!



Wednesday August 26 from 1:30pm–3:30pm



59 Arlington Ave. Kensington, CA.



EL CERRITO-KENSINGTON FIRE DEPARTMENT

10900 San Pablo Avenue • El Cerrito • CA • 94530

(510) 215-4450 • FAX (510) 232-4917

www.el-cerrito.org



DATE: July 29, 2026

TO: David Aranda: General Manager

FROM: Eric Saylor: Fire Chief

RE: Fire Chief's Report for the August 2026 Kensington Community Services District

Fire Prevention

Second-round vegetation-management and defensible-space inspections for Kensington properties will begin in August. Fire Prevention personnel will revisit properties that require follow-up and verify that hazards identified during the first inspection cycle have been corrected. Residents who received a notice should complete the listed work before the reinspection date and continue maintaining their property through the remainder of fire season.

These inspections are intended to reduce the likelihood that wind-driven embers or surface fire will reach a home, improve access for emergency apparatus, and create safer operating space for firefighters. Typical corrective work may include removing dead vegetation and combustible debris, maintaining separation between plants, trimming vegetation away from roofs and chimneys, and keeping driveways, streets, and address markings clear.

Operations / Mutual Aid

Fire season is already active across the Pacific Northwest. At the time this report was prepared, the Northwest Geographic Area remained at Preparedness Level 5, with extensive large-fire activity and incident management teams assigned throughout Oregon and Washington. The El Cerrito-Kensington Fire Department has already deployed two specialty members to assist with fires in those states.

Every deployment provides immediate help to the affected jurisdiction while strengthening our own readiness. Personnel assigned to specialty or incident-management overhead positions work within large, complex interagency organizations and return with current practices, professional relationships, and real-world experience that cannot be fully duplicated in a classroom.

Through repeated assignments, advanced training, and national qualifications, several of our firefighters have developed national-level expertise in specialized wildland disciplines. That expertise strengthens our communications, logistics, planning, leadership, and ability to manage a major wildfire or other complex disaster at home. We will continue to support qualified deployments while maintaining local staffing and response coverage.



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Red Flag Days: Wind Changes the Risk

A Red Flag Warning means that weather and fuel conditions can support rapid fire growth. Every Red Flag Day deserves attention, but wind is often the factor that transforms a manageable ignition into a fast-moving regional emergency. Strong winds increase the rate of spread, push embers far ahead of the main fire, topple trees and power lines, reduce visibility, create new ignitions, and sharply reduce the time available for suppression and evacuation.

For residents, the distinction matters. A Red Flag Day with lighter winds remains a priority because fuels are dry and any ignition can grow. A Red Flag Day with forecast strong winds requires a much higher level of readiness because the fire may move faster than resources can contain it and faster than roads can absorb an evacuation.

The chart below presents selected catastrophic, wind-driven California fires from the last decade. Official reports do not consistently publish incident-wide average wind speeds, so the chart uses documented critical-period gusts at or near each incident. The values come from different weather stations and analytical methods and should be treated as representative, not directly comparable.

**Selected Catastrophic California Wildfires
Documented Critical-Period Wind Gusts (2017-2025)**

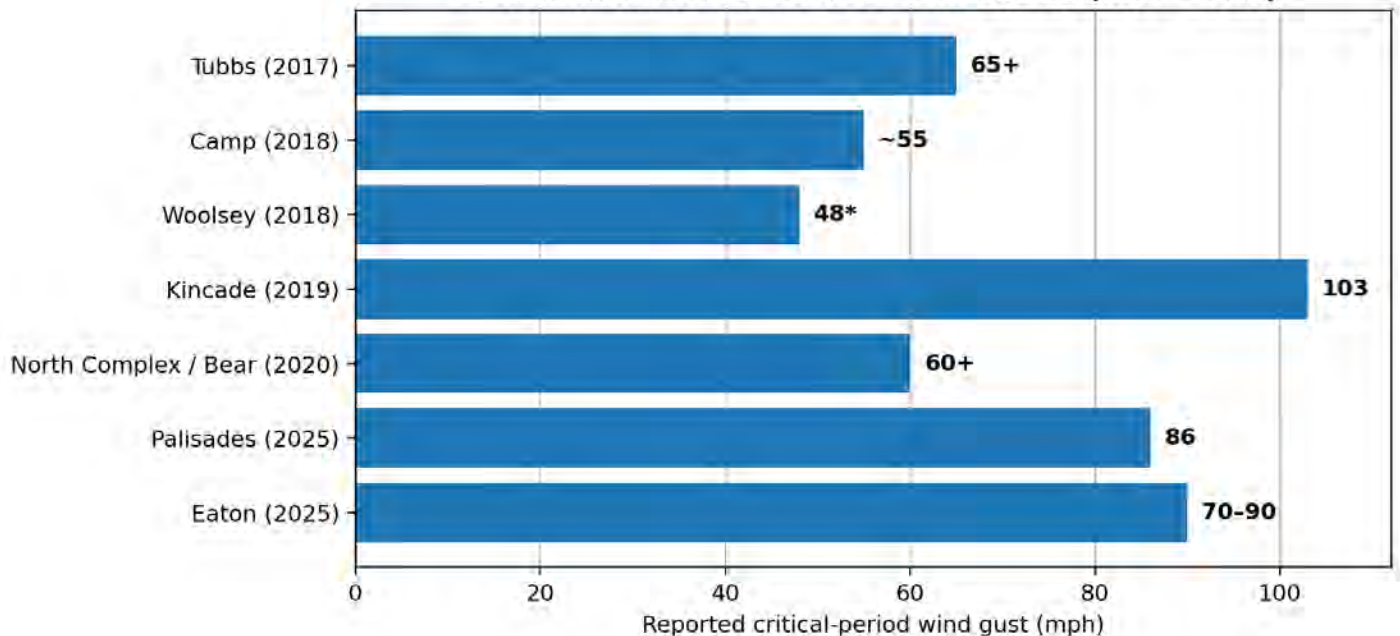


Chart note: Values are selected observed, analyzed, or reported gusts—not incident-wide averages. “Major fire” has no single official definition. *Woolsey: 48 mph was observed at Cheseboro during rapid fire expansion; the same after-action review anticipated mountain gusts of 50–70 mph.

WIND DOES NOT CREATE A SINGLE DISASTER THRESHOLD

The repeated pattern is clear: as winds increase, fire spread accelerates and the margin for successful suppression and evacuation narrows.



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Aerial Firefighting in the East Bay Hills

Much of the open-space terrain east of El Cerrito and Kensington is steep, heavily vegetated, and difficult for ground crews to access. These parklands cross multiple fire-protection responsibility areas and are protected through coordinated local, regional, park-district, and state mutual aid. When a fire starts in remote terrain, aircraft may be requested or dispatched early, depending on the exact location, resource availability, daylight, visibility, and weather.

Under suitable conditions, helicopters and fixed-wing aircraft can drop water or retardant to slow a fire, cool active edges, reinforce ridgelines, and buy critical time for ground crews. This is an effective component of the East Bay Hills response model and can help prevent a remote fire from reaching neighborhoods.

Aerial firefighting is never guaranteed. High winds, turbulence, smoke, terrain, visibility, and aircraft-specific operating limitations can reduce aircraft effectiveness or force missions to stop. Official reviews of the 2025 Palisades and Eaton fires documented extreme winds that severely limited or grounded aerial operations. For local planning, forecast ridge-top gusts approaching or exceeding 50 mph should be treated as a serious escalation indicator—not as a universal aircraft cutoff. The operational decision will always depend on real-time conditions and the capabilities of the assigned aircraft.

How the Response Model Works

1	2	3
EARLY DETECTION + DISPATCH	AIR SUPPORT WHEN CONDITIONS ALLOW	GROUND ATTACK + COMMUNITY PROTECTION
Local units, park resources, mutual-aid partners, and air-resource requests are coordinated as quickly as conditions warrant.	Aircraft can slow fire spread, reinforce ridges and flanks, and buy time for crews to reach difficult terrain.	Ground crews contain the fire, protect structures, support evacuation, and hold the fire away from neighborhoods.

HIGH WIND CAN REMOVE THE AERIAL ADVANTAGE AT THE SAME TIME FIRE SPREAD ACCELERATES

That combination—faster fire movement, more long-range spotting, reduced visibility, and fewer aerial options—is what makes extreme-wind Red Flag events uniquely dangerous.

Mission: Protect Lives and Property

Integrity Accountability Teamwork Respect Professionalism



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Leave-Early Planning for Extreme-Wind Events

Because extreme wind can accelerate fire spread and reduce aerial options, the Department should continue developing a leave-early recommendation framework for the most evacuation-constrained areas of Kensington and El Cerrito. The framework would be considered when a Red Flag Warning is paired with forecast extreme winds, particularly when ridge-top gusts approach or exceed 50 mph.

A leave-early recommendation would not be an Evacuation Warning or an Evacuation Order, and it would not replace either. It would be a preparedness message encouraging residents who need additional time—or who prefer to avoid the risks of smoke, power outages, falling trees, and traffic congestion—to relocate before a fire starts. Priority audiences would include people with mobility, medical, sensory, or transportation needs; households with children; and residents moving pets.

CAL FIRE defines an Evacuation Warning as a potential threat and directs people who require additional time and those with pets or livestock to leave immediately. The same principle supports advance planning on forecast extreme-wind days: residents should not wait for conditions to become dangerous before acting.

RED FLAG DAY	Monitor forecasts and official messages. Complete preparations, keep vehicles fueled, and be ready to leave without delay if a fire starts.
RED FLAG + EXTREME WIND FORECAST	Residents who need more time should consider relocating early. The Department may issue leave-early preparedness guidance for identified high-risk areas.
EVACUATION WARNING / ORDER OR UNSAFE CONDITIONS	Leave immediately and follow official routes and instructions. Do not wait for an order when fire, smoke, falling trees, or blocked access already makes remaining unsafe.

Resident Readiness Checklist

- Enroll in the Contra Costa Community Warning System and monitor National Weather Service and official Fire Department messaging.
- Keep vehicles fueled, devices charged, and medications, go-bags, documents, and pet supplies ready.
- Know at least two routes out of the neighborhood; park facing out and keep narrow streets clear for emergency apparatus.
- Leave immediately when warned—or sooner if conditions feel unsafe. Do not wait for an Evacuation Order when fire or smoke is already threatening your location.

LEAVE EARLY IS A PREPAREDNESS OPTION

It is not a substitute for following an official Evacuation Warning or Evacuation Order.

Selected Sources and Chart Methodology

National Interagency Fire Center, National Fire News (July 29, 2026); Sonoma County, 2017 Wildfires After-Action Report and 2019 Kincade Fire After-Action Report; NOAA/National Weather Service, November 2018 Camp Fire Service Assessment; Los Angeles County, After Action Review of the Woolsey Fire Incident and January 2025 Alert and Evacuation Systems Review; California Board of Forestry and Fire Protection, North Complex Fire case study; Los Angeles Fire Department, Palisades Fire After-Action Review; CAL FIRE evacuation terminology; East Bay Regional Park District, Wildfire Hazard Reduction and Resource Management Plan; National Wildfire Coordinating Group, Basic Air Operations. Chart values represent selected critical-period gusts and are not incident-wide averages.

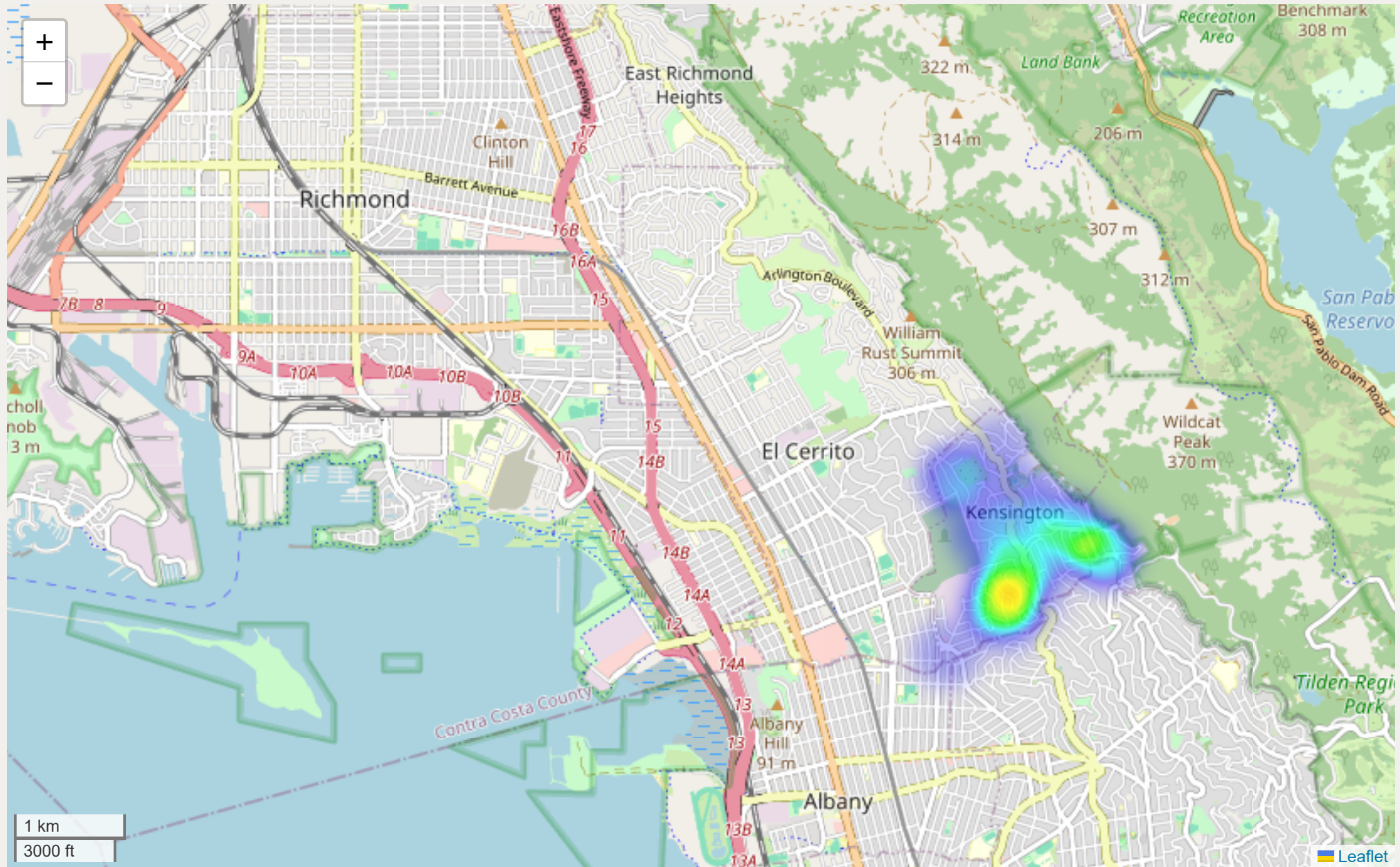
Mission: Protect Lives and Property

Integrity Accountability Teamwork Respect Professionalism

Scene Locations of Fire Incidents

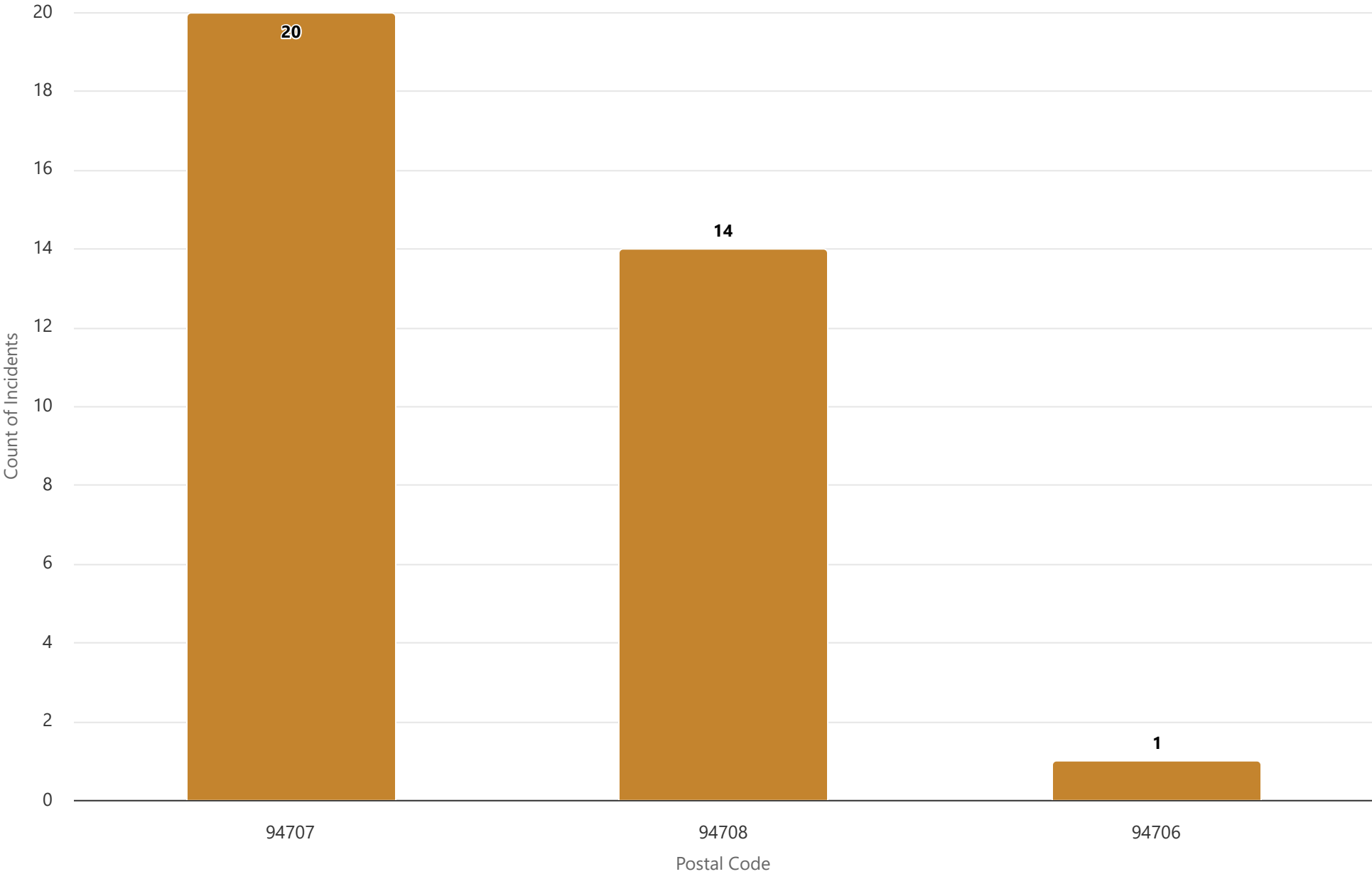
Item #12a

N = 35 Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



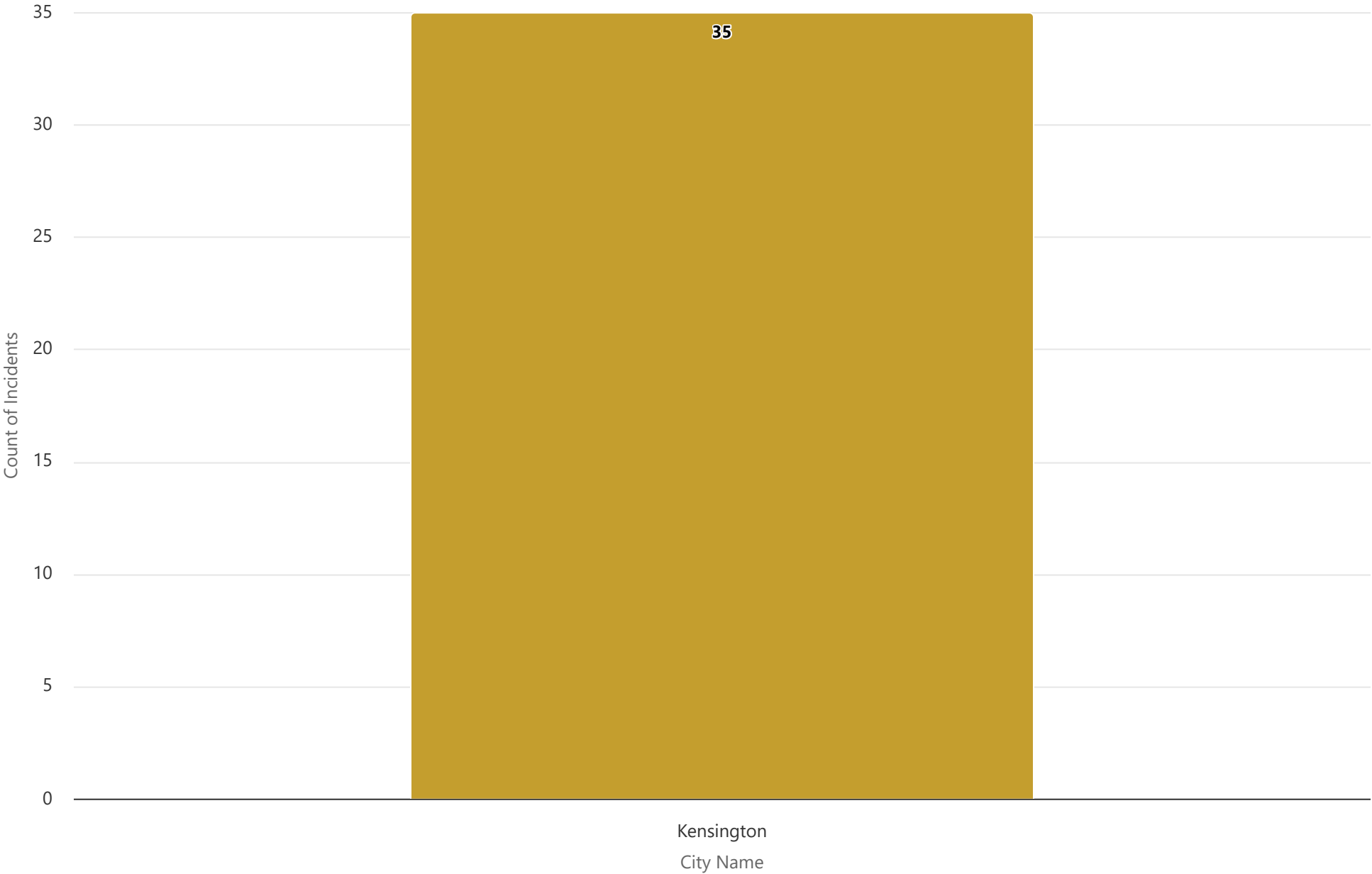
Incidents by Postal Code

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



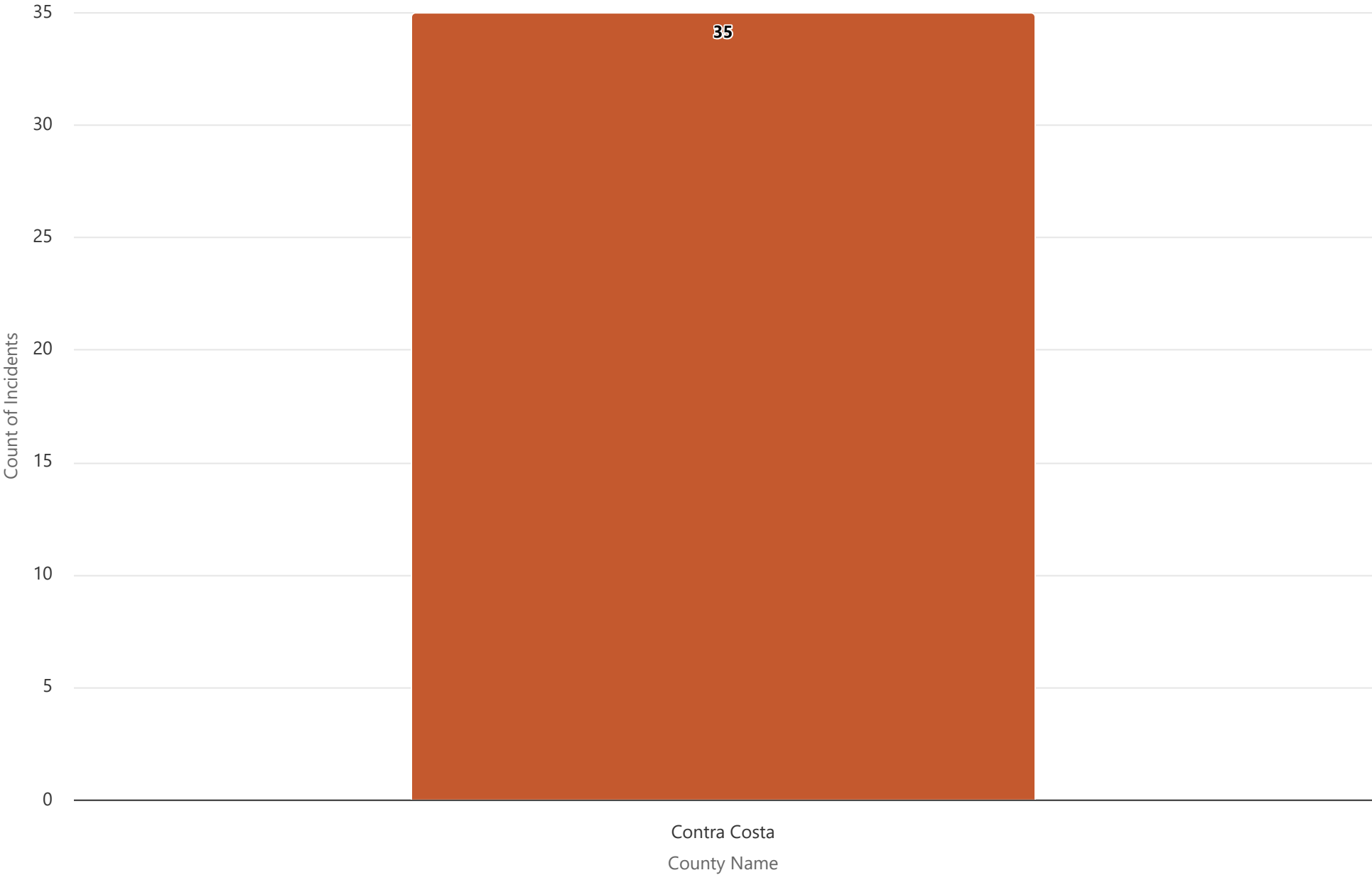
Incidents by City Name (Top 15)

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



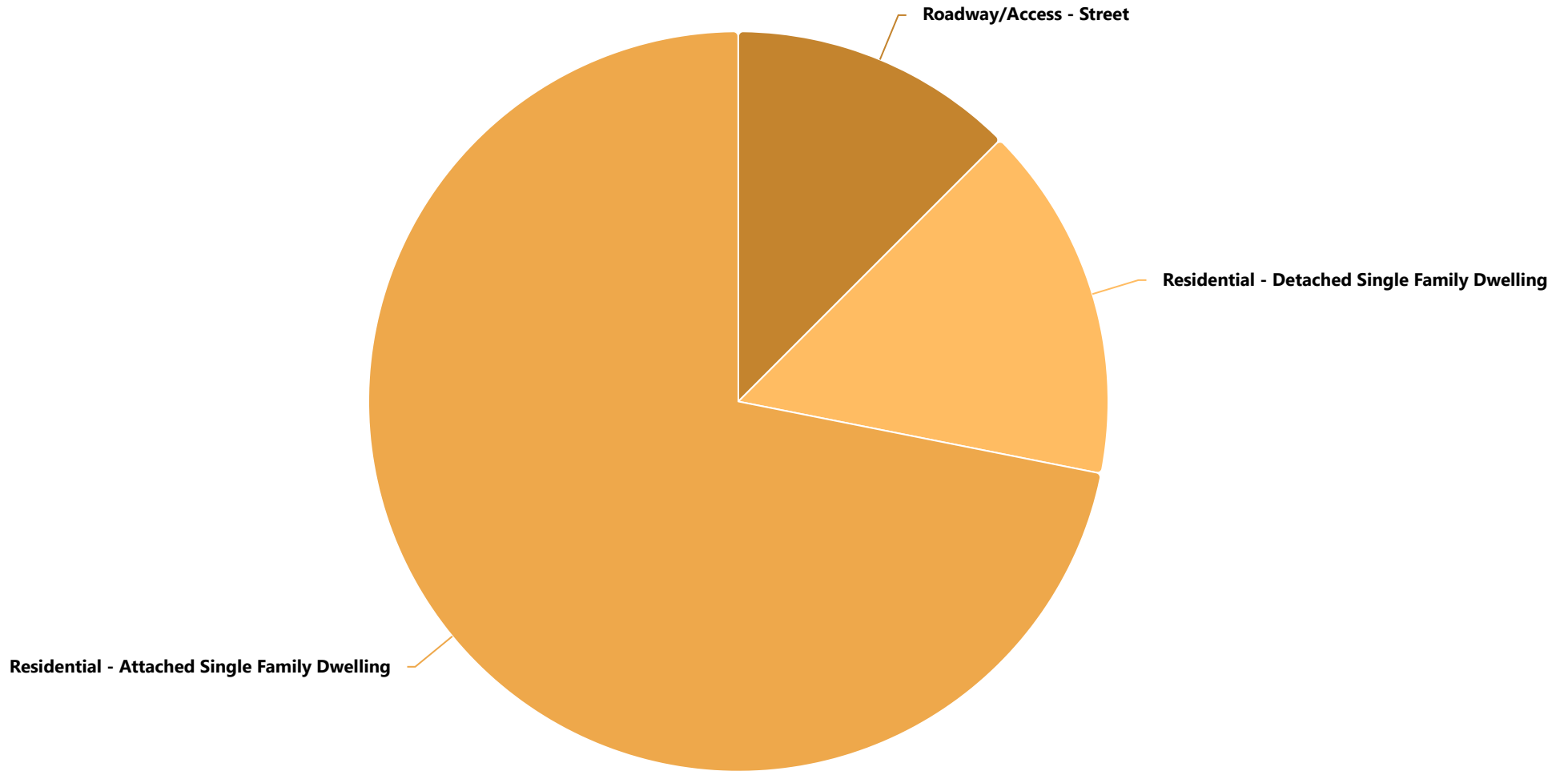
Incidents by County Name (Top 15)

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



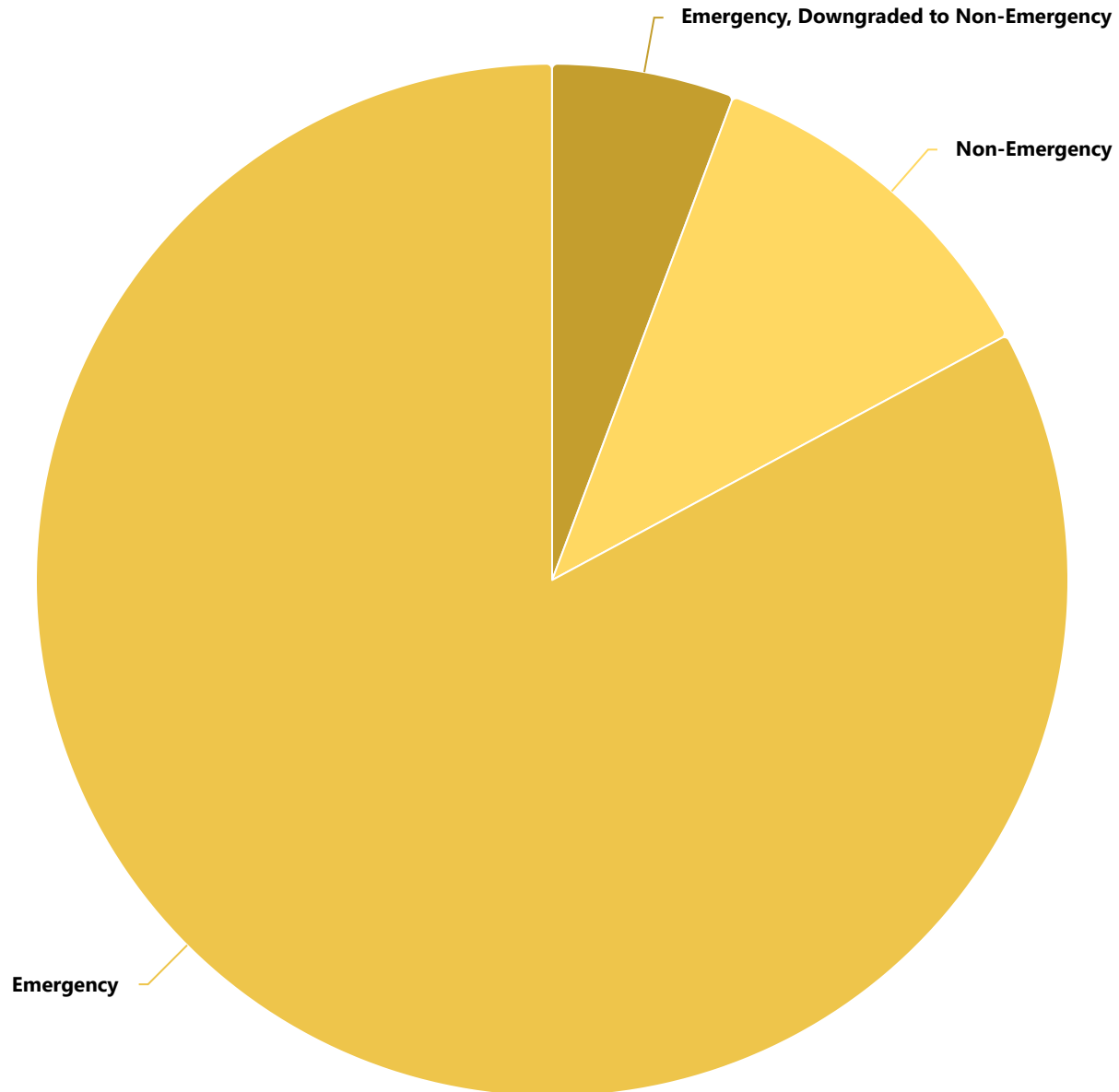
Incidents by Location Use Category

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



Incidents by Response Mode To Scene

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



Incidents by District/Zone

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM

Values

There are no results to display

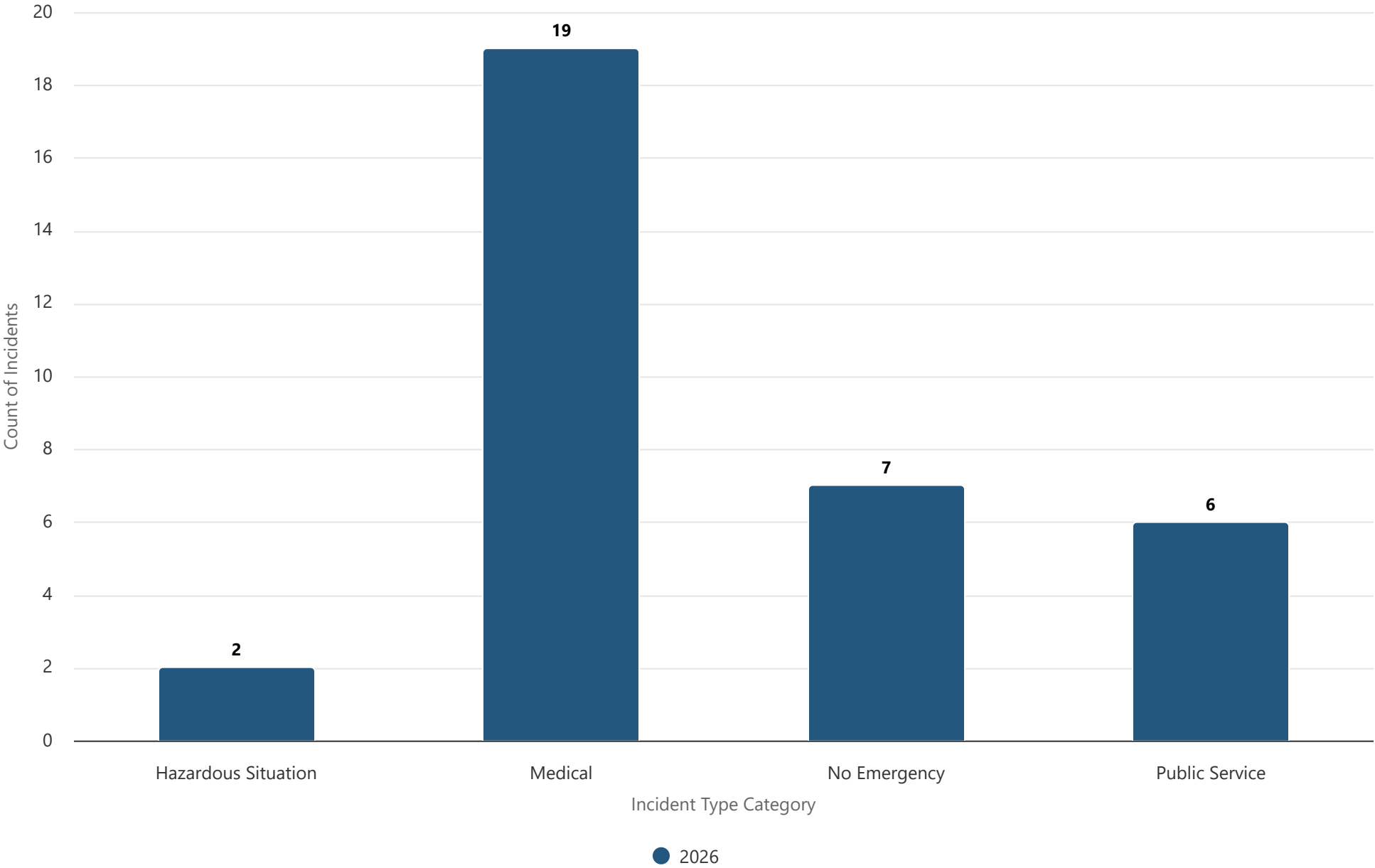
Incidents by District/Zone and Month

Jan 01, 2025 12:00 AM to Jul 31, 2026 11:59 PM

	2026							2026		2025		
Incident Location Zone Number (itfilIncident.008)	Jan	Feb	Mar	Apr	May	Jun	Jul	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
55	0	2	0	0	1	0	0	3	100.00%	0	N/A	N/A
Grand Total	0	2	0	0	1	0	0	3	100.00%	0	100.00%	N/A

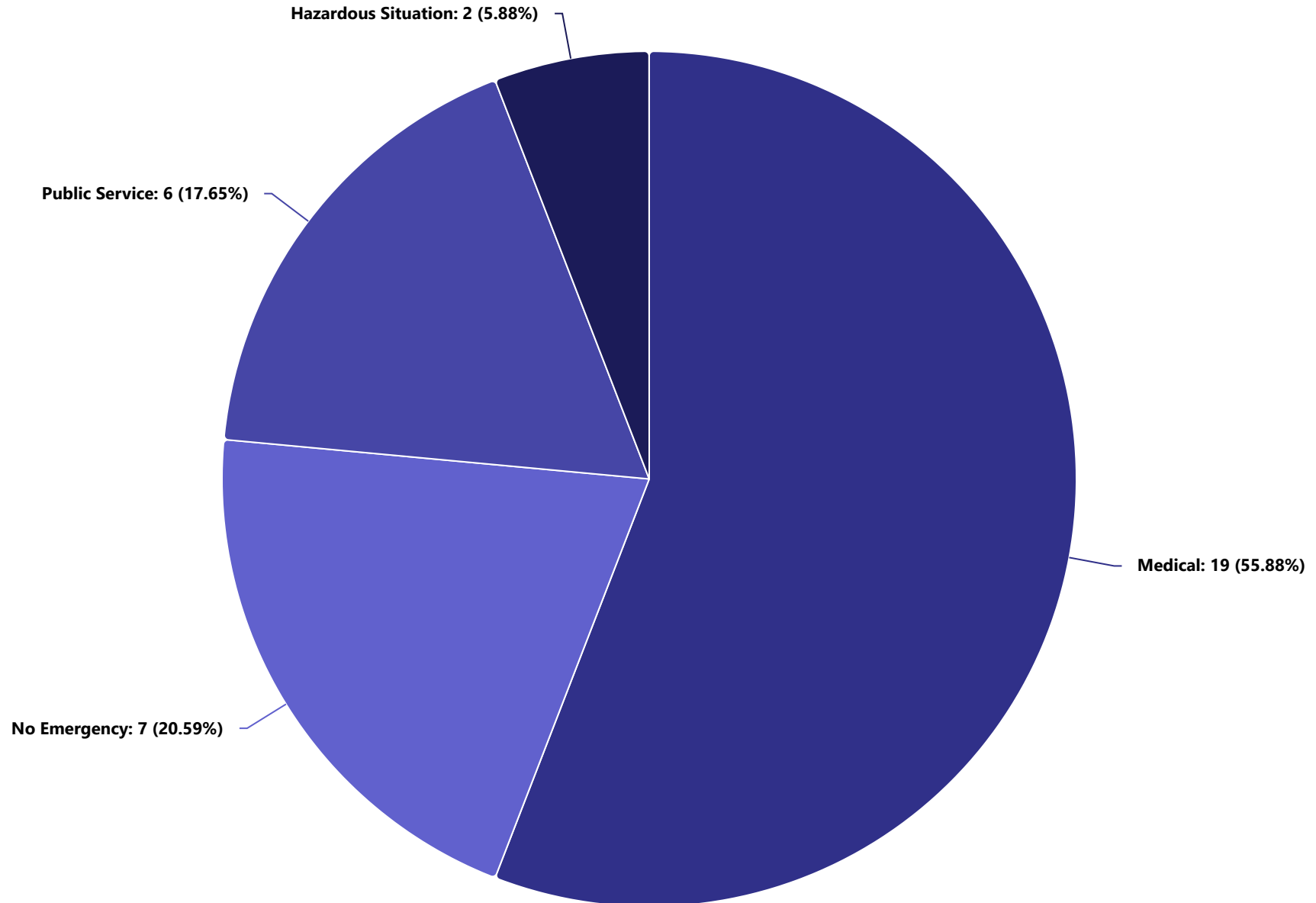
Incidents by Category and Year

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



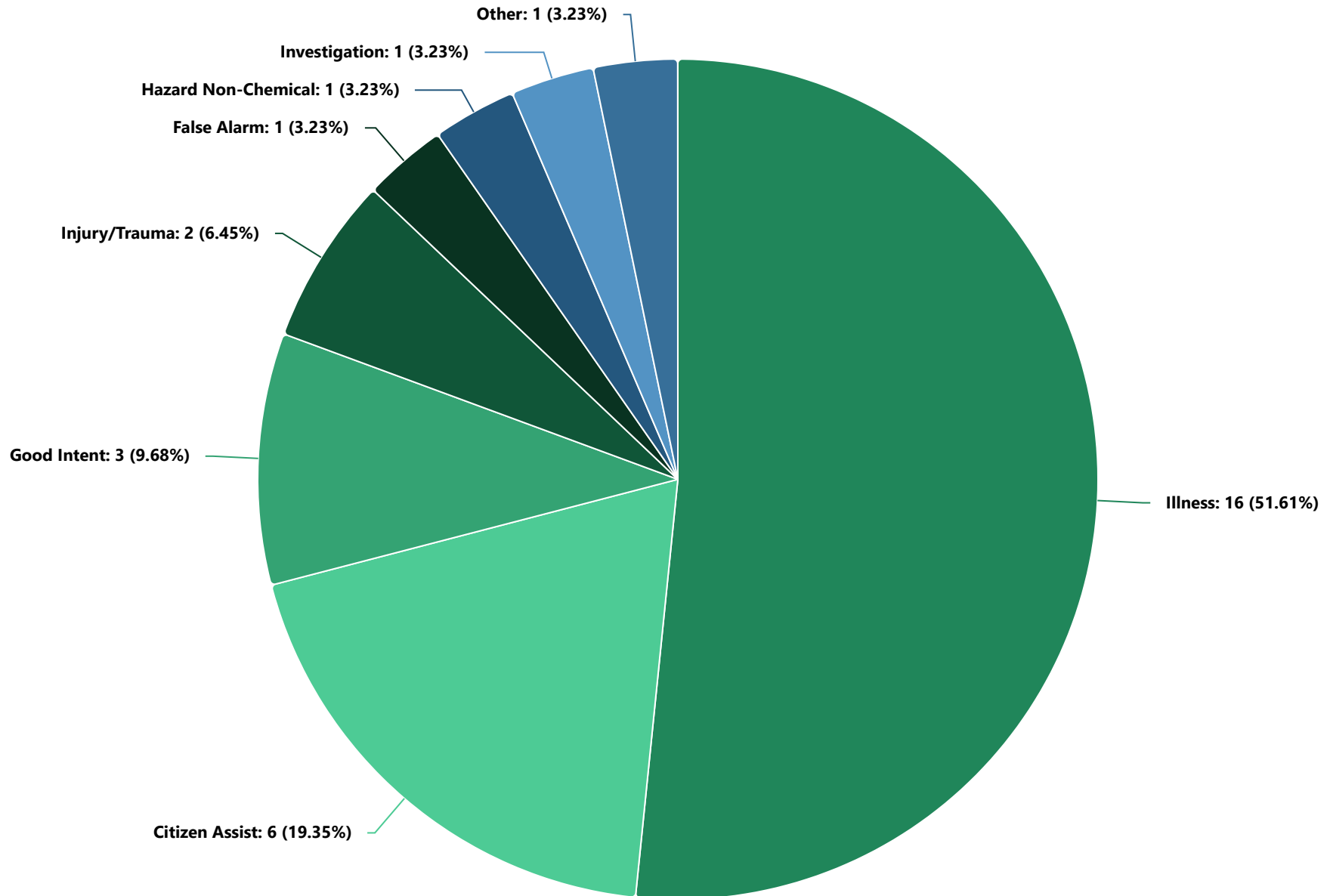
Incidents by Category

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



Incidents by Type

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



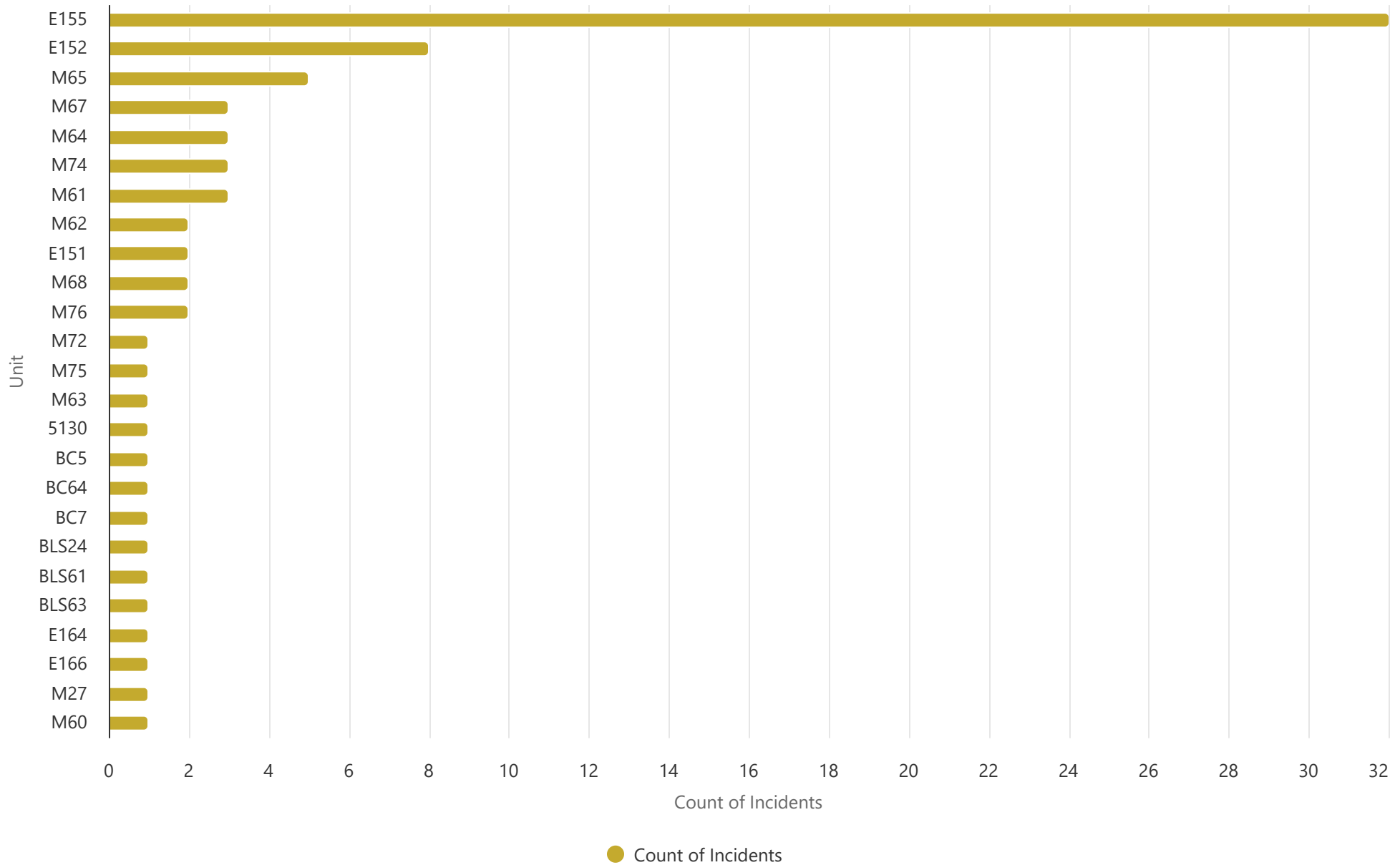
Incidents by Category and Month

Jan 01, 2025 12:00 AM to Jul 31, 2026 11:59 PM

Incident Type Primary Category 1 (filIncident.03)	2026							2026		2025		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
fire	0	0	0	0	0	1	0	1	0.00%	0	N/A	N/A
hazardous situation	0	2	5	2	4	4	2	19	9.00%	0	N/A	N/A
medical	0	16	16	18	12	13	19	94	44.00%	0	N/A	N/A
no emergency	0	5	7	11	5	9	7	44	21.00%	0	N/A	N/A
public service	0	6	15	7	7	11	6	52	25.00%	0	N/A	N/A
rescue	0	1	0	1	0	0	0	2	1.00%	0	N/A	N/A
Grand Total	0	30	43	39	28	38	34	212	100.00%	0	100.00%	N/A

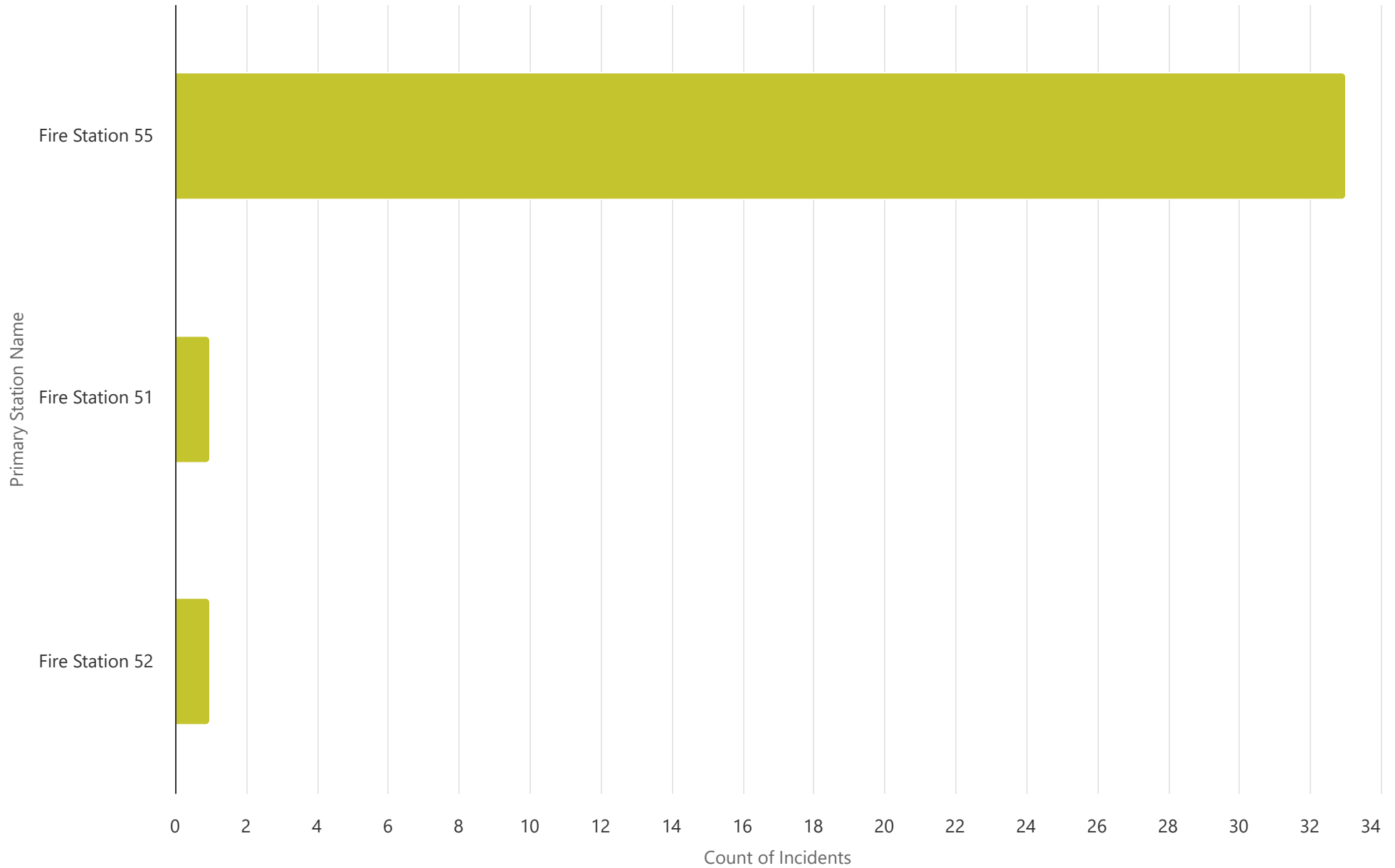
Incidents by Apparatus Resource ID (Top 40)

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



Incidents by Primary Station Name

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



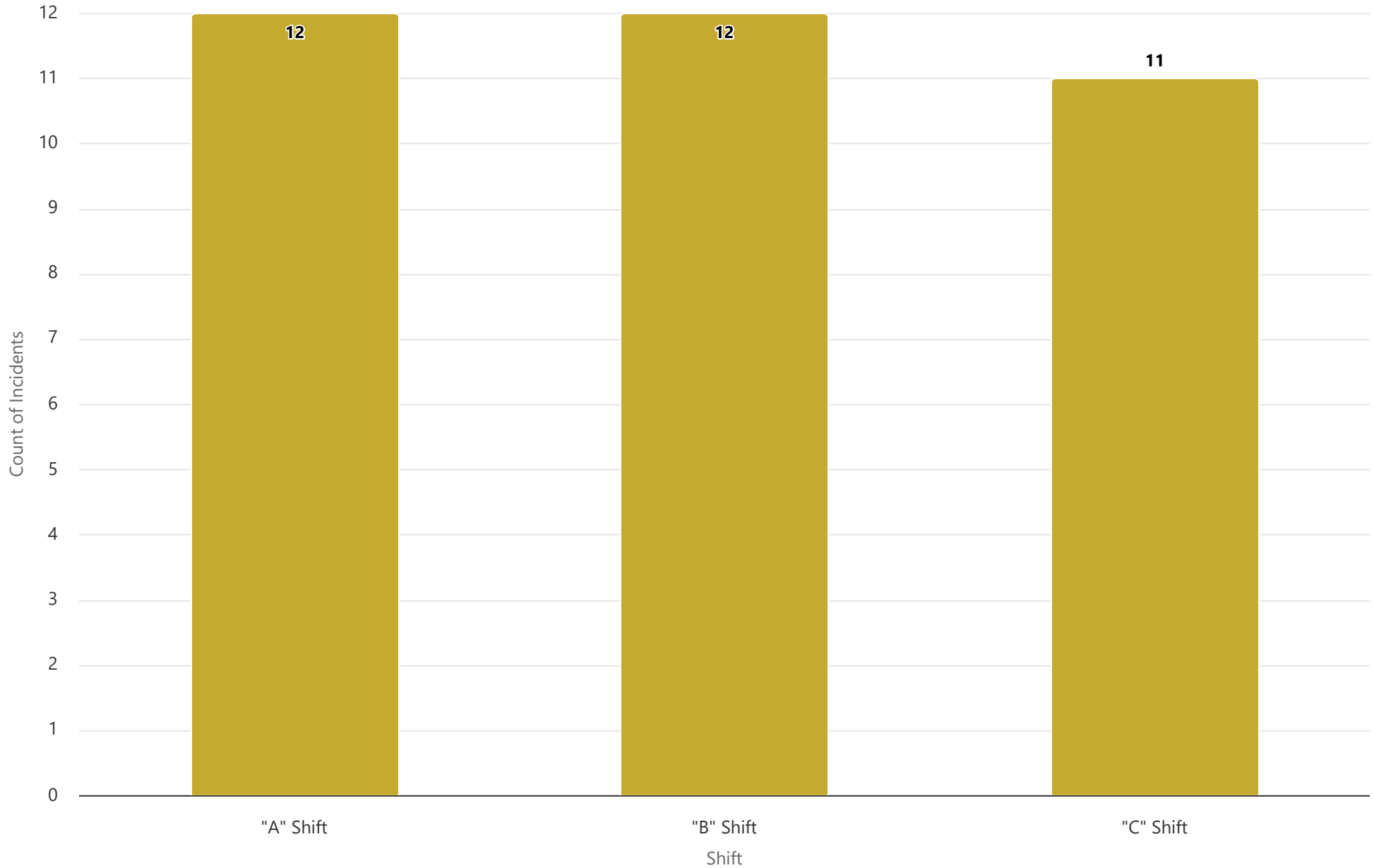
Station Summary Report

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM

Station	EMS Incidents	Fire Incidents	Other Incidents	Total Incidents	% of Total Incidents	Station Reliability	90th Percentile Response Time (PSAP to Arrival)
Fire Station 55	19	0	14	33	94.29%	96.97%	00:21:40
Fire Station 51	0	0	1	1	2.86%	100.00%	00:07:12
Fire Station 52	0	0	1	1	2.86%	100.00%	00:11:07
Overall	19	0	16	35	100.00%	97.14%	00:21:40

Incidents by Shift

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



Primary Action Taken Categories by Month

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM

Primary Action Taken Categories

Emergency Medical Care

18

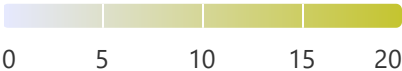
Provide Services

7

Provide Services, Information Enforcement

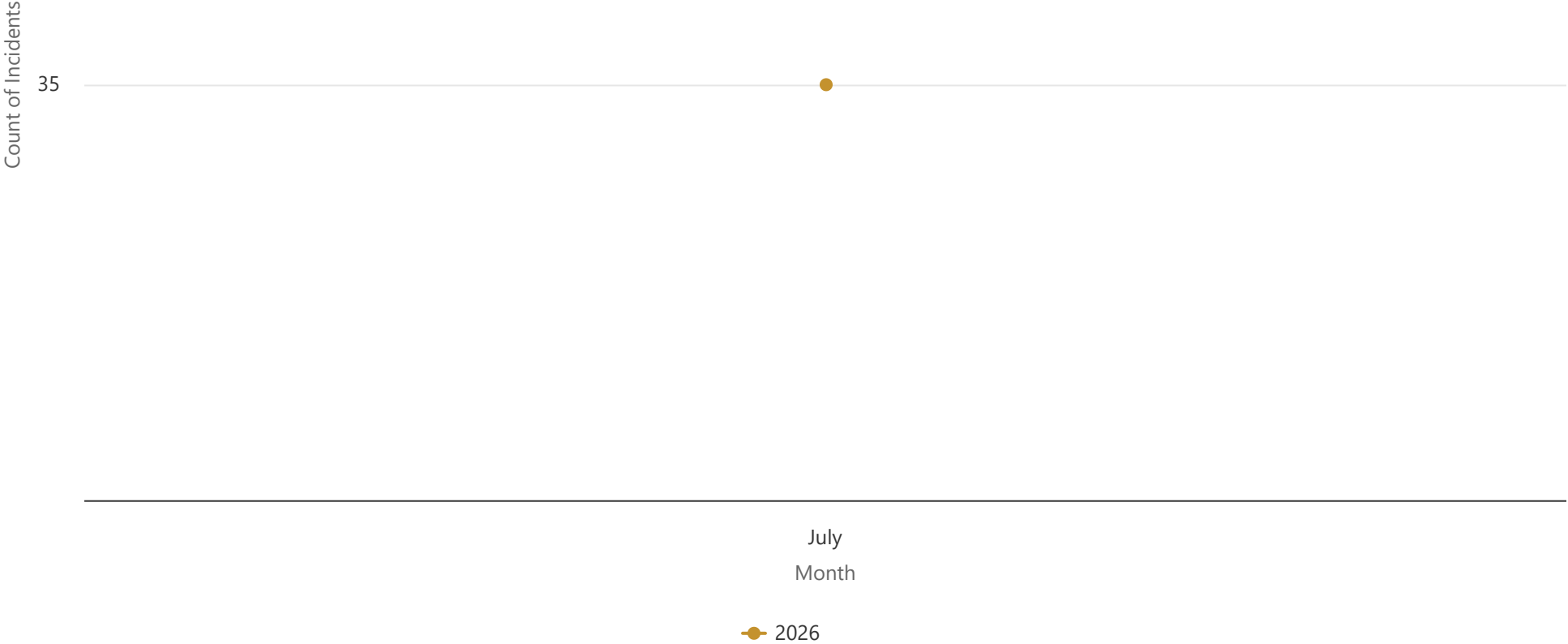
1

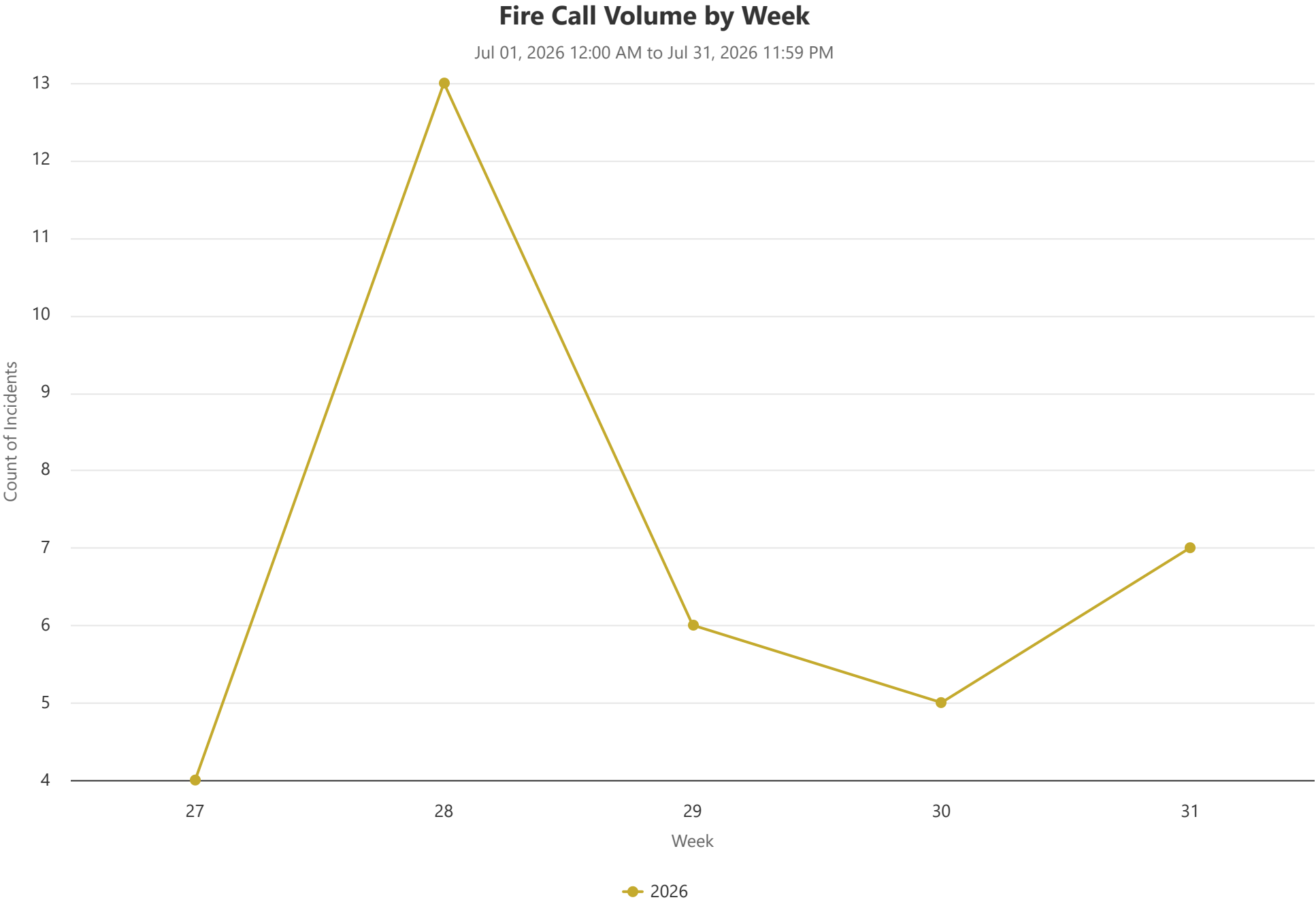
July
Month



Fire Call Volume by Month

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM





Fire Call Volume by Day

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM

Upper Control/Average/Lower Control

Incident Count

0

Jul 6Jul 8Jul 10Jul 12Jul 15Jul 20Jul 25Jul 29Jul 30

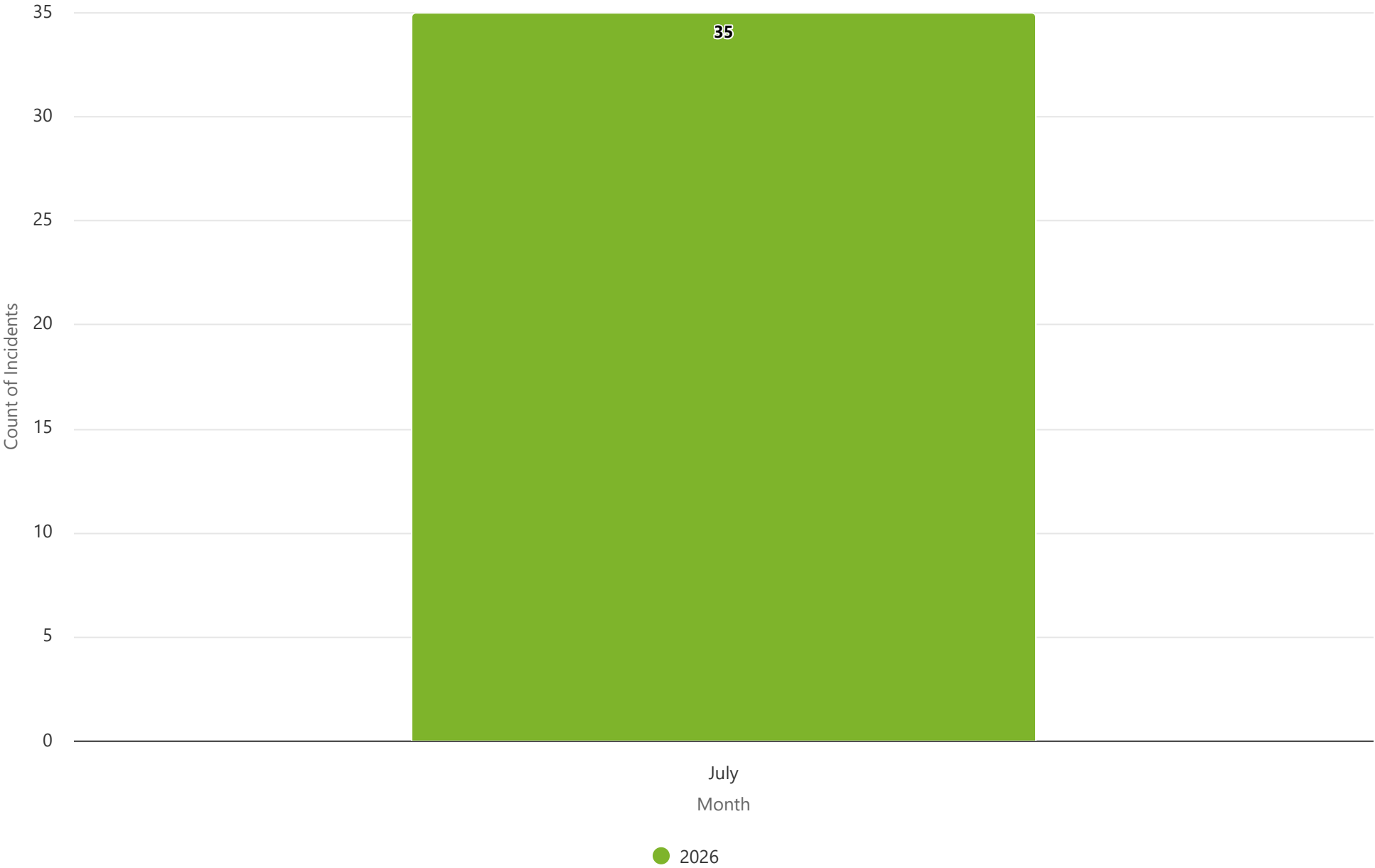
Incident Date



Series 1

Incidents by Month

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM



Incidents by Day and Hour

Jul 01, 2026 12:00 AM to Jul 31, 2026 11:59 PM

Day of Week	Sunday	0	0	0	0	0	0	0	0	0	0	2	2	0	1	0	1	0	0	0	0	0	0	0	
	Monday	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	2	0	0	0	1	0	0	
	Tuesday	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	2	0	0	0	0	1	
	Wednesday	0	0	0	1	1	0	0	0	1	1	0	2	0	0	1	0	1	0	0	0	0	1	0	
	Thursday	0	1	0	0	0	1	0	0	1	0	0	0	1	0	0	1	0	0	0	0	0	0	0	
	Friday	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	
	Saturday	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1	0	0	0	
			0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200
Hour of Day																									

Monthly Call Volume Year over Year

Jan 01, 2025 12:00 AM to Jul 31, 2026 11:59 PM

Incident Month Name	2026		2025		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
february	30	14.00%	0	N/A	N/A
march	43	20.00%	0	N/A	N/A
april	39	18.00%	0	N/A	N/A
may	29	13.00%	0		N/A
june	39	18.00%	0		N/A
july	35	16.00%	0	N/A	N/A
Grand Total	215	100.00%	0	100.00%	N/A

Pin Color Legend



Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: David Aranda, Interim General Manager (IGM)

SUBJECT: Request to Approve Amending the Fiscal Year 2027 Budget

RECOMMENDATION:

Approve the Fiscal Year 2027 budget as presented with the noted amendments.

BACKGROUND:

As noted at the June 2026 board of directors meeting, the board of directors approved the Fiscal Year 2027 budget and the IGM noted that some changes may need to be made. Please note the following changes to the Fiscal Year 2027 budget the IGM is requesting the board approve:

- El Cerrito Contract Fee-\$4,897,000 approved, \$4,923,081 recalculated. The City of El Cerrito did not provide this information until July 6, 2026. \$26,081 additional expense.
- El Cerrito Reconciliation fee-\$80,000 approved, \$127,638 recalculated. Reason as noted above. \$47,638 additional expense.
- Risk Management Insurance General Fund-\$65,000 approved \$47,245 recalculated. This expense was reduced by \$17,755 due to the General Manager working with SDRMA to lower the property/liability rate.
- Risk Management Insurance-Fire Department-\$0 approved, \$34,000 recalculated. Reasons that the budget failed to capture the fire vehicles that needed to be covered. \$34,000 increase.
- Police Salaries-Police Department-\$1,471,456 approved, \$1,532,278 recalculated. Reason, there were increases in salaries and incentives that were not captured when the budget was being compiled. \$60,822 increase.

Amending the Fiscal Year 2027 Budget

August 13, 2026

Page 2 of 2

- Police Building Lease-Police Department-\$80,000 approved, \$12,600 recalculated. Reason, the building was paid for in July so only the licensing fee needs to be paid throughout the year. \$67,400 Decrease.
- Capital Purchase, Police Department- \$0 approved, \$190,000 recalculated. Reason, Board approved the capital purchase of the modular building for the police department. \$190,000 increase.
- CalPERS District Share-Police Department- \$284,000 approved, \$436,194 recalculated. Reason, The IGM missed the unfunded liability billing that CalPERS bills for, separate from the payroll deduction. \$152,194 increase.
- The IT budget was approved for \$15,000 and the IGM is asking to increase it to \$25,000 and an increase of \$10,000 to fund the work that is necessary in upgrading the public safety building to house administrative staff.

Attached is the revised budget in detail and the revised budget overview sheet.

EXHIBIT(S):

- Updated 8.5.26 In Progress FY 27 Budget with Ridgeline Comparison

Item #13a

	FY 27 Revenues	Capital Revenue	FY 27 Expenditures	FY 27 Capital Expenses	Reserves	Net FY 27 End	Ridgeline FY 27 Projections
Gen Fund	\$9,130,700.00		\$900,006.19	\$150,673.00		\$8,080,020.81	\$7,890,250
Police	\$1,767,000.00		\$3,851,107.01	\$55,000.00		(\$2,139,107.01)	(\$2,171,152)
Parks	\$122,500.00	\$35,000.00	\$236,074.42	\$215,500.00		(\$294,074.42)	(\$117,692)
WM	\$120,000.00		\$99,200.00			\$20,800.00	\$36,130
Fire	\$256,802.00		\$135,018.00	\$5,376,701.00		(\$5,254,917.00)	(\$4,690,559)
Total	\$11,397,002.00	\$35,000.00	\$5,221,405.62	\$5,797,874.00		\$412,722.38	\$946,977

Rolling Stock Reserve

\$237,247 *Fully funded in LAIF

6 mos. Reserve addition

\$169,199 *Fully funded in LAIF



Kensington Community Services District

Proposed Budget FY 26/27

General Fund

Account #		General Fund	Total	FY27 Proposed	FY 27
Old	New		Combined FY	Approved	Ridgeline
			26 Actual	Amendments	Projections
401	01-401	Levy Tax - Co. Prop 1%	\$8,596,718	\$8,800,000	\$8,816,554
456	01-456	Interest	\$164,795	\$300,000	\$305,522
458	01-458	Other District Revenue - Allocation	\$23,802	\$30,700	\$31,767
		Other Revenue			\$22,722
480	01-480	Rental Revenue			
		Total Revenue	\$8,785,315	\$9,130,700	\$9,176,565
		Expenses			
800	01-800	District Expenses			
815	01-815	Admin Communications	\$14,723	\$15,000	
	01-814	Website Development/Maintenance	\$4,738	\$10,000	\$3,819
	01-813	IT Services & Equipment	\$20,845	\$25,000	\$15,383
816	01-816	Office Supplies	\$19,365	\$10,000	\$16,305
817	01-817	Printing & Postage	\$6,383	\$6,000	\$2,652
818	01-818	Mileage Reimbursement	\$1,247	\$1,500	\$1,061
819	01-819	Subscriptions/Memberships	\$12,420	\$20,000	\$15,450
820	01-820	Copier Contract	\$4,212	\$2,000	\$4,120
825	01-825	Board Continuing Ed/Conferences	\$2,369	\$5,000	\$10,300
826	01-826	Board Meetings	\$665	\$0	
831	01-831	Training and Travel Admin	\$10,021	\$15,000	\$3,000
	01-832	Landscape & Maintenance		\$6,000	
	01-580	Utilities	\$8,770	\$5,000	\$6,366
		Staff Appreciation			\$2,652
		Total District Expenses	\$105,758	\$120,500	\$81,108
		Salaries			
807	01-807	Salaries	\$339,584	\$390,396	\$635,137
808	01-808	Payroll Taxes	\$28,870	\$29,865	\$42,994
809	01-809	Benefits / Unemployment	\$3,000	\$0	\$44,000
		Total salaries	\$371,454	\$420,261	\$722,131
		Professional Services			
835	01-835	Consulting	\$43,934	\$10,000	\$25,000
	01-836	Operational Consulting	\$119,451	\$50,000	
	01-838	Other Consulting	\$3,250		\$2,652
840	01-840	Consulting Accounting	\$46,584	\$45,000	
840	01-841	Audit	\$20,500	\$30,000	\$30,900
830	01-830	Legal (District/Personnel)	\$62,611	\$60,000	\$64,231
850	01-850	Risk Management Insurance	\$75,135	\$47,245	\$83,669
851	01-851	Workers Compensation	\$4,519	\$7,500	\$6,531



Kensington Community Services District
Proposed Budget FY 26/27
General Fund

Account #		General Fund	Total	FY27 Proposed	FY 27
Old	New		Combined FY	Approved	Ridgeline
			26 Actual	Amendments	Projections
860	01-860	Election		\$8,000	\$8,487
861	01-861	LAFCO	\$4,405	\$3,000	\$4,350
870	01-870	County Expenditures	\$45,670	\$68,000	\$70,126
898	01-898	Other Expenses	\$5,212	\$5,000	\$5,430
550.6	01-550.6	FSA Expenses	(\$1,489)	\$1,500	
997	01-997	Payroll Expense	\$12,377	\$14,000	\$15,914
	01-572	Recruiting/Hiring/Background	\$16,000	\$10,000	
		Contingency			\$21,218
		Total Administrative expenses	\$458,158	\$359,245	\$338,508
		Debt Service			
	01-977	PSB Loan principle	\$57,002	\$59,322	\$141,478
	01-979	PSB loan interest	\$84,523	\$81,351	
		Total Expenses	\$1,076,895	\$1,040,679	\$1,283,225
		Net Operating Revenue/ (Expense)	\$7,708,420	\$8,090,021	\$7,893,340
		Capital Outlay			
		Computer Equipment AV equipment			
01-969		Office Furniture & Equipment	\$1,879	\$10,000	\$3,090
		Net Revenue/ (Expense)	\$7,706,541	\$8,080,021	\$7,890,250



Kensington Community Services District
Proposed Budget FY 26/27
Police Department

Account #		PD	FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline Projections
Old	New	Account			
402	02-402	Special Tax-Police	\$686,040	\$686,000	\$645,233
404	02-404	Measure G Supplemental Tax	\$714,443	\$741,000	\$742,630
410	02-410	Police Fees/Service Charges	\$13,659	\$15,000	\$6,365
		Total Assessments	\$1,414,142	\$1,442,000	\$1,394,228
		Grant Revenue			
414	02-414	POST Reimbursement	\$9,741	\$3,000	\$10,609
415	02-415	SLESF	\$201,537	\$200,000	
422	02-422	Grant Revenue		\$0	\$103,000
		Total Grant Revenue	\$211,277	\$203,000	\$113,609
		Reimbursements&fees			
418	02-418	CERBT Disbursements	\$133,103	\$122,000	
441	02-419	Other Misc. Revenue/Refunds	\$12,327		
		TOTAL REVENUE	\$1,770,849	\$1,767,000	\$1,507,837
		EXPENSES			
	500	Police Salaries			
502.1	02-807	Salaries	\$1,428,586	\$1,532,278	\$1,415,806
503	02-503	Holiday Pay	\$51,734	\$50,373	\$48,635
503.4	02-503.4	Incentive pay - Longevity	\$10,126	\$13,760	\$17,720
504	02-504	Incentive Pay- Education	\$16,061	\$17,110	\$14,500
505	02-505	Incentive Pay- POST Certificate	\$45,286	\$51,174	\$28,716
		Total Officer Salaries	\$1,551,795	\$1,664,695	\$1,525,377
506	02-506	Overtime	\$109,605	\$80,000	\$60,903
		Overtime Special Events		\$10,000	
508	02-508	Non-Sworn Salaries			
		Total Police Salaries	\$1,661,400	\$1,754,695	\$60,903
		Benefits			
509	02-509	Hiring Bonus	\$12,000	\$10,000	\$8,000
510	02-510	Vacation Cash Out			
516	02-516	Uniform Allowance	\$1,200	\$1,200	\$5,150
520	02-520	In Lieu Health Expense		\$12,000	
521-A	02-521A	Medical/Vision/Dental (Active)	\$226,928	\$205,000	\$286,723
521-R	02-521R	Medical/Vision/Dental (Retired)	\$96,481	\$90,000	\$157,445
522	02-522	Officer Life Insurance	\$4,188	\$3,300	\$6,527
		Total Benefits	\$340,796	\$321,500	\$463,845
		Taxes & Workers Comp			
523	02-808	Payroll Taxes	\$23,898	\$26,170	\$23,192
524	02-524	Payroll Taxes (non sworn)			



Kensington Community Services District
Proposed Budget FY 26/27
Police Department

Account #		PD	FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline Projections
Old	New	Account			
530	02-851	Workers Compensation	\$83,000	\$77,190	\$47,741
		GASB	\$3,200		\$5,305
		Total Taxes & Workers Com Retirement	\$110,098	\$103,360	\$76,238
527	02-527	CalPERS District Share	\$268,325	\$436,194	\$397,511
528	02-528	CalPERS Officers Share			
529	02-529	Pension Obligation Bond Payment	\$327,640	\$331,258	\$331,021
		Total retirement	\$595,964	\$767,452	\$728,532
		Operations & Admin Expenses			
519	02-519	Axon - Body Camera/Tasers/Storage	\$23,324	\$30,500	\$26,523
	02-555	CAPS		\$11,500	
554	02-554	Traffic Safety/Equipment	\$6,742	\$18,000	\$10,300
568	02-568	Evidence, Investigation, Forensic Services	\$4,425	\$7,000	\$8,487
571	02-571	Records, PRA, and Redaction Software	\$2,626	\$0	\$8,487
575	02-575	Community Safety Cameras	\$16,192	\$15,000	\$15,914
576	02-819	Subscriptions/Memberships	\$11,321	\$8,000	\$3,183
594	02-594	Community Events & Volunteer programs	\$9,740	\$9,000	\$6,366
569	02-569	Emergency Preparedness			
		Total Police Operating	\$74,370	\$99,000	\$79,260
		Building & District Expenses			
552	02-816	Office Supplies And Expenses	\$10,260	\$10,000	\$5,305
567	02-567	Building Alarm, Fire, Security, and Maintenance	\$5,182	\$5,000	\$5,305
580	02-580	Utilities	\$33,452	\$35,000	\$37,132
581	02-581	Building Repairs and Maintenance	\$3,540	\$4,000	\$5,305
587	02-587	IT Contract	\$52,277	\$45,000	\$53,045
590	02-590	Janitorial	\$14,435	\$13,000	\$12,731
592	02-592	Website Social Media Contracts	\$3,763	\$1,000	\$7,957
597	02-597	Police Building Lease	\$72,977	\$12,600	\$83,977
		Total Building & District Expenses	\$195,886	\$125,600	\$210,757
		Fleet Related Expenses			
561	02-561	Fleet Maintenance, Fuel, Toll, Transportation	\$90,876	\$75,000	\$56,228
563	02-563	Vehicle Lease	\$28,839	\$16,000	\$54,105
566	02-566	Radio Maintenance	\$17,648	\$10,000	\$12,731
588	02-588	Police Fleet Cellular Contract	\$10,456	\$12,000	\$10,609
		Total Fleet	\$147,819	\$113,000	\$133,673
		Personnel Misc.			
553	02-553	Uniforms, Equipment, and Duty Gear	\$16,634	\$20,000	\$20,600



Kensington Community Services District
Proposed Budget FY 26/27
Police Department

Account #		PD	FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline Projections
Old	New	Account			
570	02-831	Training And Travel Expense	\$24,187	\$25,000	\$31,827
572	02-572	Recruiting, Hiring & Background	\$2,738	\$1,500	\$5,305
574	02-574	Reserve Program		\$1,500	\$3,183
598	02-835	Consulting - background/hiring/rec	\$47,310	\$50,000	\$74,263
		Total Personnel Misc.	\$90,869	\$98,000	\$135,178
		Professional Services & Liability			
591	02-850	Risk Management Insurance	\$74,157	\$80,000	\$68,959
595	02-830	Legal	\$9,070	\$4,000	\$15,914
	02-596	Lexipole		\$4,500	
564	02-564	Cal-ID, ARIES, SunRidge, LEFTA	\$182,993	\$190,000	\$180,353
		Total Prof. Services & Liability	\$266,221	\$278,500	\$265,226
963	02-963	Patrol Car Accessories	\$48,617	\$40,000	
967	02-967	Station Equipment	\$17,353	\$15,000	
968	02-968	Office Furniture/Equipment			
982	02-982	Police Building Capital Projects		\$190,000	
		Total Expenses	\$3,549,392	\$3,906,107	\$3,678,989
		Net Income	(\$1,778,543)	(\$2,139,107)	(\$2,171,152)



El Cerrito Community Services District
Proposed Budget FY 26/27
Fire Department

Fire		FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline FY 27 Projections
New	Account			
Revenue				
03-418	CERBT Disbursements	\$52,459	\$53,000	\$58,985
03-450	Lease Agreement			
03-419	Other Revenue		\$3,000	
03-452	Other Tax Income	\$15,321	\$0	
03-453	Investment Income	\$142,340	\$0	
03-402	Special Taxes	\$210,842	\$200,802	\$201,000
Total Revenue		\$420,963	\$256,802	\$259,985
Expenses				
COMMUNITY SERVICE ACTIVITIES				
03-569	Emergency Preparedness	\$5,979	\$6,000	\$15,355
03-906	Hazardous Vegetation Removal Grant	\$39,410	\$80,000	
03-908	Public Education	\$16,609	\$16,000	\$15,914
03-905	KEEP Grant		\$15,000	\$10,609
Total Expenses		\$61,998	\$117,000	\$41,878
DISTRICT ACTIVITIES				
Building Activities				
01-567	Building Alarm, Fire, Security, and Main	\$7,562	\$16,000	\$1,591
01-644	Landscaping	\$2,380	\$5,000	\$2,546
01-590	Janitorial Service	\$208	\$1,000	\$2,546
03-590	Janitorial (Med Waste Disposal)	\$4,905	\$5,000	\$2,334
01-567	Miscellaneous Maint.	(\$5,808)	\$0	\$5,305
Total Building Activities		\$9,247	\$27,000	\$14,322
03-553	Uniforms, Equipment, and Duty Gear	\$1,432	\$4,000	\$1,591
03-898	Other Expenses	\$125	\$5,000	\$5,305
03-576	Subscriptions/Memberships	\$7,914	\$5,000	
03-580	Utilities (Telephone & PG&E)	\$50,009	\$52,500	\$14,397
Total Office		\$59,480	\$66,500	\$21,293
OUTSIDE PROFESSIONAL SERVICES				
01-840	Accounting	\$20,215	\$0	
03-1009	Actuarial Valuation	\$9,500	\$6,000	\$4,800
01-898	Bank Fee	\$165	\$0	
03-1010	El Cerrito Contract Fee	\$4,480,522	\$4,923,081	\$4,715,923
03-1011	El Cerrito Reconciliation(s)	\$58,313	\$127,638	\$80,000
03-837	Emergency prep coordinator	\$113,468	\$110,000	



Yreka Community Services District
Proposed Budget FY 26/27
Fire Department

Fire		FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline FY 27 Projections
New	Account			
03-1012	Fire Abatement Contract	\$0	\$0	\$5,788
03-1015	Fire Engineer Plan Review	\$2,855	\$3,000	\$3,183
01-830	Legal Fees	\$34,248	\$0	
01-850	Risk Management Insurance	\$16,856	\$34,000	
03-1016	Wildland Vegetation Mgmt	(\$4,234)	\$4,500	\$4,371
Total OUTSIDE PROFESSIONAL SERVICE		\$4,731,908	\$5,208,219	\$4,814,065
RETIREE MEDICAL BENEFITS				
03-521R	Medical/Vision/Dental (Retired)	\$43,304	\$53,000	\$58,986
Total RETIREE MEDICAL BENEFITS		\$47,577	\$53,000	\$58,986
03-967	Station Equipment		\$40,000	
Total Expenses		\$4,900,963	\$5,511,719	\$4,950,544
Net Income		(\$4,480,000)	(\$5,254,917)	(\$4,690,559)



Kensington Community Services District
Proposed Budget FY 26/27
Parks

Account #		Parks	FY 26 Actual	FY 27	Ridgeline
Old	New	Revenue	Results	Approved Budget	FY27 Projections
424	04-402	Special Tax-Landscape and Learning Parks	\$47,026	\$50,000	\$49,862
427	04-427	Community Center Revenue	\$53,716	\$40,000	\$31,827
438	04-438	Tennis Court Revenue	\$1,666	\$1,500	\$2,122
439	04-419	Other Misc. Revenue	\$1,321	\$0	
		TOTAL REVENUE	\$103,730	\$91,500	\$83,811
471	04-470	KCC Annual Fees	\$30,497	\$31,000	\$30,766
		Total Revenue	\$134,227	\$122,500	\$114,577
		EXPENSES			
		Salaries and Benefits			
601&602	04-807	Salaries	\$59,751	\$73,548	\$66,194
623	04-808	Payroll Taxes	\$4,545	\$5,626	\$5,064
		Total Salaries & Benefits	\$64,296	\$79,174	\$71,258
		Operations & Admin Expenses			
640	04-640	Parks Expenses			
641	04-641	General Maintenance	\$19,294	\$20,000	\$26,523
642	04-580	Utilities	\$27,196	\$30,000	\$26,523
643	04-590	Janitorial Supplies	\$2,075	\$2,500	\$2,652
644	04-644	Landscaping	\$38,620	\$45,000	\$36,071
645	04-851	Workers Compensation	\$2,000	\$5,600	\$3,183
646&699	04-581	Community Center Maintenance & Repairs	\$6,701	\$7,500	\$4,244
647	04-830	Legal	\$1,067	\$1,000	\$5,305
647	04-835	Consulting		\$5,000	
649	04-649	Interest Expense			
		Total Park Expenses	\$96,954	\$116,600	\$104,501
		Other Park expenses			
699	04-699	Community Center Expenses - Other			
657	04-850	Risk Management Insurance	\$15,000	\$18,000	\$15,914
658	04-658	Levy Administration	\$8,893	\$11,300	\$7,957
659	04-898	Other Expenses	\$11,186	\$10,000	\$1,061
674	04-674	Parks Maintenance and Repair	\$211	\$1,000	\$1,061
		Total Other expenses	\$35,290	\$40,300	\$25,993
		TOTAL EXPENSE	\$196,539	\$236,074	\$201,752
		NET REVENUE / (EXPENSE)	(\$62,313)	(\$113,574)	(\$87,175)
		Capital Outlay			
		Capital Income			
		PATH Dedicated Capital Revenue	\$35,000	\$35,000	



Kensington Community Services District
Proposed Budget FY 26/27
Parks

Account #			Parks	FY 26 Actual Results	FY 27 Approved Budget	Ridgeline FY27 Projections
Old	New	Revenue				
470	04-471	KCC Reserves		\$60,000	\$0	\$30,000
		Total capital income		\$95,000	\$35,000	\$30,000
		Capital expenses				
972	04-972	Park Capital Improvement		\$119,748	\$120,000	\$30,000
978	04-968	Park Furniture and Equipment			\$0	
	04-976	PATHS Capital Expense		\$57,495	\$65,000	
974	04-974	Other Park Improvements				
975	04-975	Community Center Loan Repayment		\$30,517	\$30,500	\$30,517
		Total capital expenses		\$207,760	\$215,500	\$60,517
		Net Income		(\$175,072)	(\$294,074)	(\$117,692)



Kensington Community Services District
Proposed Budget FY 26/27
Waste Management

Account #			WM	FY 26 Actual Results	FY 27 Approved Budget	Ridgeline Projections
Old	New	Account				
Revenue						
448	05-448	Franchise Fees		\$127,948	\$120,000	\$127,308
461	05-461	Waste Removal Franchise Fee			\$0	
481	05-422	Grant Revenue			\$0	
455	05-456	Interest			\$0	
TOTAL REVENUE				\$127,948	\$120,000	\$127,308
EXPENSES						
Operations & Admin Expenses						
751	05-751	Waste Removal Franchise Fee Expense		\$54,792	\$51,000	\$54,106
752	05-752	Waste Management Program Admin		\$23,802	\$30,700	\$31,767
753	05-898	Other Expenses		\$700	\$2,500	\$5,305
754	05-830	Legal			\$2,500	
754	05-835	Consulting			\$10,000	
799	05-799	Waste Management grant expenses		\$11,861	\$2,500	
Total Operations & Admin Expenses				\$91,155	\$99,200	\$91,178
Net Revenue/ (Expense)				\$36,793	\$20,800	\$36,130



Date: August 13, 2026
To: Board of Directors
From: David Aranda, Interim General Manager
Subject: Update on KCSD's Checking and Savings Accounts, Restricted Money, and Operational Fund Needs

Recommendation

This is not an action item but provides the Board of Directors with important financial information.

Background

Director Watt requested a report that would assist him and all directors in understanding the unrestricted cash of the district, essentially providing details of the amount of money that is designated or reserved for specific purposes and the amount of money that may be available, especially if the district was going to consider a large capital project expense, such as a new police building.

The district staff and consultants continue to work on the full consolidation process and so, as the fiscal year ended some bank accounts were closed and money was consolidated. Please note the following accounts of the Kensington Community Services District:

Five-Star Account 780 is the CSD checking account that all payables are made from, twice per month. It is also where the payroll account monies are drawn from. Balance July 31st is \$438,401.

Five-Star Account 772 is the CSD payroll account that is funded to pay payroll drawing money from the CSD checking account. Balance July 31st is ZERO.

Five-Star Account 8817 is the CSD's holding for the Flexible Spending Account (FSA) that employees contribute to. This money is restricted and is offset with a liability account, so it does not affect the district's bottom line. Balance July 31st is \$4,770.

Five-Star Account 799 is the CSD's savings account. This account earns interest at a competitive rate. Balance July 31st is \$3,182,044.

LAIF is the State operated savings account. Most of the money in the LAIF account are dedicated to the Fire Contract requirements and replacement of fire vehicles and equipment. Balance July 31st is \$4,682,825. From that money, \$1,523,276 is reserved for fire rolling stock reserves and \$2,461,540 is reserved for six months operating reserves as per the fire contract with El Cerrito. That would leave \$698,009 in the fund that is NOT reserved for any specific project.

California CLASS (CC) is another financial institution, like LAIF the district uses.

Exhibit(s)

- Debt Service Amortization Schedule
- Operating Expenses Forecast 6MO

Item #14a

Bank/Institution	Account Number	7/31/26 Balance	Description of Account	Funds Reserved For	Available Funds
Five Star Bank	0780	\$ 438,401	Checking account for all payables and payroll transfers	\$	438,401
Five Star Bank	0772	\$ -	Payroll		
Five Star Bank	8817	\$ 4,770	Flexible spending account (FSA)	\$ 4,770	
					\$2,4000,000 - 6 months Operating Costs July - December each year \$782,044 - No Designated Use
Five Star Bank	0799	\$ 3,182,044	Savings account		
LAIF		\$ 4,682,825	State operated savings account (Fire contract and replacement of vehicles and equipment)	\$1,523,276 - Rolling Stock Reserves \$2,461,540 - 6 months Operating Reserves	
California CLASS	0001	\$ -	KCC for capital improvements		698,009
California CLASS	0002	\$ 903,004	Savings account	\$	903,004
California CLASS	0003	\$ 6,192	Paths funding/savings account	\$ 6,192	



Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: David Aranda, Interim General Manager (IGM)

SUBJECT: Review of Fiscal Year 2026 Comparing Budget to Actual and to Ridgeline Projections

RECOMMENDATION:

BACKGROUND:

This is a non-action agenda item that provides some information regarding the fiscal year that just ended, July 1, 2025, through June 30, 2026.

The narrative below is first discussing the actual unaudited revenue and expenses for the fiscal year as compared to the budget. The second part of the narrative provides some insight as to the actual expenses as compared to the Ridgeline projections for fiscal year 2026.

- The General Fund revenue budget to actual was a bit over budget. The expenses in the general funds were a bit under budget. There were no outstanding concerns. Legal fees exceeded the budget due to the CalPERS audit.
- The police fund revenue budget to actual was a bit over budget. The overall expenses were a bit over budget. Salaries exceeded the budgeted amount. Primarily due to the MOU that went into effect along with some uncalculated incentive pay. It should also be noted that overtime was over budget due to some unbudgeted events (A No Kings protest, the food cart events, and the Kensington Parade). I have the highest regard for the oversight and tracking the Chief does regarding overtime. Should any director wish to view the breakdown of overtime for the fiscal year please contact me. The other area of expenses exceeding the budget revolve around fleet related expenses. Fuel costs and repair costs exceeded the estimates for the year and the IGM miscalculated the lease costs for the fiscal year.
- The parks department exceeded budgeted estimates for revenue. Operating expenses were below budgeted expectations. The capital costs, as shown on the spreadsheet are a bit misleading because of the money that was captured and used by KCC to fund the capital project for the recreation building. Should a director wish for a more detailed explanation of the money in and out for that project, please let me know.

- Solid waste exceeded revenue expectations and was below budgeted expenses. Once the audit is complete funds that exceed expenses for the year will be placed in a restricted savings account.
- The fire department was right on with revenue budgeted and revenue received and a bit below in actual expenses as opposed to the budgeted expenses.

Now, some comments about the spreadsheets that provide the Ridgeline projections for fiscal year 2026 as opposed to the actual revenue and expenses:

- The general fund revenue by Ridgeline combined the property tax, where the fiscal year financials for the year separated property tax from fire as opposed from the KPPCSD.
- Salaries, 807 are not comparable with Ridgeline projecting administrative staff on payroll, which included the full-time General Manager and additional administrative staff. The actual operations for the fiscal year reflected staff from the fire department coming over as consultants but the hiring of a full-time general manager and other full-time administrative positions did not occur.
- For police actual revenue received exceeded Ridgeline projections primarily because the SLESF money was not in the Ridgeline projection. As noted in the fiscal year 2026 actual to budget, the actual salary line items exceeded Ridgeline projections and the district budget primarily due to an MOU that did not reflect Ridgeline projections, incentive pay that was not incorporated in the budget with Ridgeline and overtime that was not expected due to special events.
- Workers' compensation significantly changed from when the Ridgeline projections were worked on to the actual bill received (code 530, line 41).

As noted in the budget to actual, fleet maintenance (561, line 67) exceeded both Ridgeline projections and the budget and is explained above.

The parks department and the Waste Management department did not have any significant difference between Ridgeline projections, budgeted 2026 numbers and the actual numbers.

The fire department has some noticeable differences between Ridgeline projections and the actual operations for fiscal year 2026. The Hazardous Vegetation Removal Grant was significantly increased by the board from when the Ridgeline projection was worked on. There were staff costs in payroll because of the combining of districts not taking place until October, where Ridgeline made an assumption that there would be no payroll costs for the fiscal year.

Since the merger did not take place for all of 2026 and a few other changes, the Ridgeline projection for 2026 is not that far off from the actual fiscal year operations for both revenue and operational costs.

EXHIBIT(S):

- Condensed June reports B-A
- FY 26 June reports with Ridgeline comparison

Item #15a

	FY 26 Rev	FY 26 Op. Ex.	FY Capital Expenses	Net FY 26 Year End	Ridgeline Projections
Gen. Fund	2,835,839.49	579,217.98	1,879.16	2,254,742.35	7,476,461.00
Police	1,770,849.22	3,483,422.85	65,969.61	(1,778,543.24)	(2,089,533.00)
Parks	134,226.77	196,539.65	207,759.62	(175,072.50)	(116,034.00)
Parks Capital Income			(95,000.00)		
WM	127,947.70	91,155.13		36,792.57	35,301.00
Fire	6,370,437.93	5,337,254.33		1,033,183.60	(4,403,222.00)
Total	11,239,301.11	9,687,589.94	180,608.39	1,371,102.78	902,973.00



Kensington Community Services District
Budget vs. Actuals: General Fund Unaudited
 For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget
1	Total Income	\$ 2,835,839	\$ 2,675,844	106%
2	Expenses			
3	Total 800 District Expenses	\$ 64,429	\$ 75,500	85%
4	Total 800.2 Salaries & Benefits	\$ 289,135	\$ 298,883	97%
5	Total 800.3 Professional Services	\$ 153,129	\$ 145,000	106%
6	Total 800.4 Insurances & LAFCO	\$ 62,655	\$ 64,000	98%
7	Total 950 Capital Outlay	\$ 1,879		
8	997 Payroll Expense	\$ 11,359	\$ 14,000	81%
9	Total Expenses	\$ 581,097	\$ 597,383	97%
10	Net Operating Income	\$ 2,254,742	\$ 2,078,461	108%



Kensington Community Services District
Budget vs. Actuals: Police Fund Unaudited
 For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget
1	Total Income	\$ 1,770,849	\$ 1,721,600	103%
2	Expenses			
3	Total 500 Police Salaries	\$ 1,664,600	\$ 1,529,586	109%
4	Total 500.1 Benefits	\$ 340,796	\$ 377,900	90%
5	Total 500.2 Taxes & Worker's Comp	\$ 106,898	\$ 104,000	103%
6	Total 500.3 Retirement	\$ 595,964	\$ 620,900	96%
7	Total 550 Police Operating Expenses	\$ 74,370	\$ 79,500	94%
8	Total 550.1 Buiding & District Expenses	\$ 195,886	\$ 206,000	95%
9	Total 550.2 Fleet Related Expenses	\$ 147,819	\$ 95,650	155%
10	Total 550.3 Personnel Miscellaneous	\$ 90,869	\$ 111,500	81%
11	Total 550.4 Prof Services & Insurance	\$ 266,221	\$ 263,000	101%
12	Total Expenses	\$ 3,483,423	\$ 3,388,036	103%
13	Net Operating Income	\$ (1,712,574)	\$ (1,666,436)	103%
14	Total Capital Outlay	\$ 65,970	\$ 74,678	88%
15	Net Income	\$ (1,778,543)	\$ (1,741,114)	102%



Kensington Community Services District
Budget vs. Actuals: Parks Unaudited
For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget
1	Income			
2	Total 420.1 Parks Assessments	\$ 47,026	\$ 49,000	96%
3	Total 420.2 Parks Rental Revenue	\$ 56,703	\$ 40,500	140%
4	471 KCC Annual Fees	30,497	30,000	102%
5	Total Income	\$ 134,227	\$ 119,500	112%
6	Expenses			
7	Total 600 Park/Rec Sal & Ben	\$ 64,296	\$ 73,310	88%
8	Total 635 Park/Recreation Expenses	\$ 132,243	\$ 143,500	92%
9	Total Expenses	\$ 196,540	\$ 216,810	91%
10	Net Operating Income	\$ (182,061)	\$ (97,310)	187%
11	Total Other Income	\$ 95,000	\$ 35,000	271%
12	Total Other Capital Expenses	\$ 207,760	\$ (30,500)	-681%
13	Net Income	\$ (175,073)	\$ (92,810)	189%



Kensington Community Services District
Budget vs. Actuals: Waste Management Unaudited
For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget
1	Total Income	\$ 127,948	\$ 120,000	107%
2	Expenses			
3	Total 750 Waste Managment Expenses	\$ 91,155	\$ 116,844	78%
4	Total Expenses	\$ 91,155	\$ 116,844	78%
5	Net Operating Income	\$ 36,793	\$ 3,156	1166%



Kensington Fire Protection District
Budget vs. Actuals: Fire Dept Unaudited
 For Period July 1 to June 30, 2026

Line	Account	FY26 YTD Actual	Budget	% of Budget
1	Total Income	\$ 6,370,438	\$ 6,348,578	100%
2	Expenses			
3	Community Service Activities	\$ 61,998	\$ 61,980	100%
4	Contingency		20,000	0%
5	Debt Service Total	\$ 141,525	\$ 141,525	100%
6	Total DISTRICT ACTIVITIES	\$ 89,684	\$ 153,653	72%
7	OUTSIDE PROFESSIONAL SERVICES	\$ 4,731,998	\$ 4,712,814	100%
8	Emergency Prep Coordinator	\$ 113,468	\$ 114,263	99%
9	Operational Consultant	\$ 119,451	\$ 109,730	109%
10	Total OUTSIDE PROFESSIONAL SERVICES	\$ 4,964,917	\$ 4,936,807	101%
11	Total RETIREE MEDICAL BENEFITS	\$ 47,577	\$ 47,637	100%
12	Total Staff	\$ 85,330	\$ 105,807	81%
13	Total Expenses	\$ 5,391,031	\$ 5,464,319	99%
14	Net Operating Income	\$ 979,407	\$ 884,259	111%
15	Net Other Income	\$ (60,651)	\$ -	
16	Net Income	\$ 1,033,184	\$ 884,259	117%

Item #15b

	FY 26 Rvenues	FY 26 Expenditures	FY Capital Revenue	FY Capital Expenses	Net FY 26 Year End	Ridgeline Projections
Gen Fund	2,835,839.49	579,217.98		1,879.16	2,254,742.35	7,476,461.00
Police	1,770,849.22	3,300,430.11		248,962.35	(1,778,543.24)	(2,089,533.00)
Parks	134,226.77	316,287.65	95,000.00	88,011.62	(175,072.50)	(116,034.00)
WM	127,947.70	91,155.13			36,792.57	35,301.00
Fire	6,363,564.33	5,330,380.73			1,033,183.60	(4,403,222.00)
Total	11,232,427.51	9,617,471.60	95,000.00	338,853.13	1,371,102.78	902,973.00



Kensington Community Services District
Budget vs. Actuals: General Fund Unaudited
For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget	Ridgeline Projections
1	Income				
2	400 Property Tax Revenue				
3	401 Levy Tax - Co. Prop. 1%	2,647,243	2,575,000	103%	8,494,255
4	Total 400 Property Tax Revenue	\$ 2,647,243	\$ 2,575,000	103%	\$ 8,494,255
5	440 Interest and Admin Charges				
6	456 Interest	164,795	75,000	220%	278,432
7	Other revenue				22,060
8	458 Other District Rev - Allocation	23,802	25,844	92%	30,619
9	Total 440 Interest and Admin Charges	\$ 188,597	\$ 100,844	187%	\$ 331,111
10	Total Income	\$ 2,835,839	\$ 2,675,844	106%	\$ 8,825,366
11	Gross Profit	\$ 2,835,839	\$ 2,675,844	106%	\$ 8,825,366
12	Expenses				
13	500.1 Benefits				
14	550.6 FSA Expenses	(1,489)			
15	Total 500.1 Benefits	\$ (1,489)			
16	800 District Expenses				
17	815 Admin Communications	14,723	10,000	147%	3,708
18	816 Office Supplies	9,547	4,000	239%	6,560
19	817 Printing and Postage	6,383	7,500	85%	2,575
20	818 Mileage Reimbursement	1,247	1,000	125%	1,030
21	819 Dues/Subscriptions	12,420	20,000	62%	15,000
22	820 Copier Contract	4,212	4,000	105%	4,000
23	825 Board Continuing Ed/Conferences		4,000	0%	
24	826 Board Meetings	665			
25	831 Training and Travel Admin	10,021	15,000	67%	15,450
26	870 County Expenditures		5,000	0%	
27	898 Other Expenses	5,212	5,000	104%	5,220
28	Total 800 District Expenses	\$ 64,429	\$ 75,500	85%	\$ 53,543
29	800.2 Salaries & Benefits				
30	807 Salaries	266,414	277,644	96%	624,520
31	808 Payroll Taxes	22,721	21,239	107%	42,144
32	Total 800.2 Salaries & Benefits	\$ 289,135	\$ 298,883	97%	\$ 666,664
33	800.3 Professional Services				
34	830 Legal (District/Personnel)	62,611	45,000	139%	62,360
35	835 Consulting	43,934	25,000	176%	25,000
36	840 Accounting/Audit	46,584	75,000	62%	
37	Total 800.3 Professional Services	\$ 153,129	\$ 145,000	106%	\$ 87,360



Kensington Community Services District
Budget vs. Actuals: General Fund Unaudited
For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget	Ridgeline Projections
38	800.4 Insurances & LAFCO				
39	850 Insurance	58,279	56,000	104%	81,232
40	851 Workers Compensation	2,526	6,000	42%	6,341
41	861 LAFCO	1,850	2,000	93%	4,223
42	Total 800.4 Insurances & LAFCO	\$ 62,655	\$ 64,000	98%	\$ 91,796
43	950 Capital Outlay	\$ -			
44	969 Computer Equipment	1,879			\$ 3,000
45	Total 950 Capital Outlay	\$ 1,879			
46	997 Payroll Expense	11,359	14,000	81%	15,451
47	Total Expenses	\$ 581,097	\$ 597,383	97%	\$ 914,814
48	Net Operating Income	\$ 2,254,742	\$ 2,078,461	108%	\$ 7,910,552
49	Net Income	\$ 2,254,742	\$ 2,078,461	108%	\$ 7,910,552



Kensington Community Services District
Budget vs. Actuals: Police Fund Unaudited
For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget	Ridgeline Projections
1	Income				
2	400.1 Assessments				
3	402 Special Tax-Police	686,040	685,500	100%	645,233
4	404 Measure G Supplemental Tax	714,443	700,000	102%	721,000
5	Total 400.1 Assessments	\$ 1,400,483	\$ 1,385,500	101%	\$ 1,366,233
6	400.2 Grant Revenue	0			
7	414 POST Reimbursement	9,741	5,000	195%	10,300
8	415 SLESF	201,537	200,000	101%	
9	Total 400.2 Grant Revenue	\$ 211,277	\$ 205,000	103%	\$ 10,300
10	400.3 Reimbursements & Fees				
11	410 Police Fees/Service Charges	13,659	10,000	137%	6,180
12	418 CERBT Reimbursements/Refunds	133,103	121,100	110%	
13	Total 400.3 Reimbursements & Fees	\$ 146,762	\$ 131,100	112%	\$ 6,180
14	441 Other PD Revenue	\$ 12,327			\$ 100,000
15	Total Income	\$ 1,770,849	\$ 1,721,600	103%	\$ 1,482,713
16	Gross Profit	\$ 1,770,849	\$ 1,721,600	103%	\$ 1,482,713
17	Expenses				
18	500 Police Salaries				
19	502 Officers Salaries				
20	502.1 Officers Salary	1,428,586	1,353,586	106%	1,364,911
21	503 Holiday Pay	51,734	48,500	107%	47,219
22	503.4 Incentive Pay-Longevity Pay	10,126	7,500	135%	17,203
23	504 Incentive Pay- Education	16,061	15,000	107%	13,981
24	505 Incentive Pay- POST Certificate	45,286	30,000	151%	27,927
25	Total 502 Officers Salaries	\$ 1,551,795	\$ 1,454,586	107%	\$ 1,471,241
26	506 Overtime	149,107	75,000	199%	58,431
27	Overtime reduced by Grant Reimbursement	(39,502)			
28	506 Overtime Total	\$ 109,605	\$ 75,000	146%	\$ 58,431
29	508 Salary - Non-Sworn				
30	548 GASB 75 - Expense	3,200			5,150
31	Total 500 Police Salaries	\$ 1,664,600	\$ 1,529,586	109%	\$ 1,534,822
32	500.1 Benefits				
33	509 Hiring Bonus	12,000	8,000	150%	10,000
34	516 Uniform Allowance	1,200	2,400	50%	5,000
35	521-A Medical/Vision/Dental-Active	226,928	240,000	95%	273,070
36	521-R Medical/Vision/Dental-Retired	96,481	121,000	80%	145,445
37	522 Officer Life Insurance	4,188	6,500	64%	6,337



Kensington Community Services District
Budget vs. Actuals: Police Fund Unaudited
For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget	Ridgeline Projections
38	Total 500.1 Benefits	\$ 340,796	\$ 377,900	90%	\$ 439,852
39	500.2 Taxes & Worker's Comp				
40	523 Medicare	23,898	20,000	119%	22,398
41	530 Workers Compensation	83,000	84,000	99%	46,350
42	Total 500.2 Taxes & Worker's Comp	\$ 106,898	\$ 104,000	103%	\$ 68,748
43	500.3 Retirement				
44	527 CalPERS District Share	268,325	290,000	93%	367,451
45	529 Pension Obligation Bond Payment	327,640	330,900	99%	331,259
46	Total 500.3 Retirement	\$ 595,964	\$ 620,900	96%	\$ 698,710
47	550 Police Operating Expenses				
48	519 Axon - Body Cam/Tasers/Storage	23,324	25,000	93%	25,750
49	554 Traffic Safety/Equipment	6,742	15,000	45%	10,000
50	568 Evidence, Investigation, Forens	4,425	8,500	52%	8,240
51	571 Records, PRA, and Redaction Sof	2,626	5,000	53%	8,240
52	575 Community Safety Cameras	16,192	15,000	108%	15,450
53	576 Law, Subscriptions, and Members	11,321	3,000	377%	3,090
54	594 Community Events & Volunteer Programs	9,740	8,000	122%	6,180
55	Total 550 Police Operating Expenses	\$ 74,370	\$ 79,500	94%	\$ 76,950
56	550.1 Buiding & District Expenses				
57	552 Office Supplies and Expenses	10,260	6,500	158%	5,150
58	567 Building Alarm, Fire, Security	5,182	6,500	80%	5,150
59	580 PG&E, EBMUD, and Phone	33,452	35,000	96%	36,050
60	581 Building Repairs and Maintenanc	3,540	6,000	59%	5,150
61	587 IT Contract City of San Pablo	52,277	50,000	105%	51,500
62	590 Janitorial	14,435	13,000	111%	12,360
63	592 Website Social Media Contracts	3,763	1,000	376%	7,725
64	597 Police Bldg. Lease	72,977	88,000	83%	81,960
65	Total 550.1 Buiding & District Expenses	\$ 195,886	\$ 206,000	95%	\$ 205,045
66	550.2 Fleet Related Expenses				
67	561 Fleet Maintenance, Fuel, Toll,	93,530	55,650	168%	54,590
68	Vehicle Graphics reduced by Grant Reimbursement	(2,654)			
69	Total 561 Fleet Maintenance, Fuel, Toll,	\$ 90,876	\$ 55,650	163%	\$ 54,590
70	563 Vehicle Lease	28,839	15,000	192%	52,130
71	566 Radio Maintenance	17,648	15,000	118%	12,360
72	588 Police Fleet Cellular Contract	10,456	10,000	105%	10,300
73	Total 550.2 Fleet Related Expenses	\$ 147,819	\$ 95,650	155%	\$ 129,380
74	550.3 Personnel Miscellaneous				



Kensington Community Services District
Budget vs. Actuals: Police Fund Unaudited
For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget	Ridgeline Projections
75	553 Police Uniforms, Eqpmt, & Duty	16,634	15,000	111%	20,000
76	570 Training and Travel Exp	24,187	25,000	97%	30,900
77	572 Recruiting, Hiring, and Backgro	2,738	7,500	37%	5,150
78	574 Reserve Program		4,000	0%	3,090
79	598 Consulting - Bckgrnd/hiring/rec	47,310	60,000	79%	72,100
80	Total 550.3 Personnel Miscellaneous	\$ 90,869	\$ 111,500	81%	\$ 131,240
81	550.4 Prof Services & Insurance				
82	591 General Liability Insurance	74,157	70,000	106%	66,950
83	595 Legal & Lexipol	9,070	13,000	70%	15,450
84	564 Cal-ID, ARIES, SunRidge, LEFTA	182,993	180,000	102%	175,100
85	Total 550.4 Prof Services & Insurance	\$ 266,221	\$ 263,000	101%	\$ 257,500
86	Capital Outlay				
87	950 Capital Outlay	118,710			
88	950 reduced by Grant Reimbursement	(118,710)			
89	963 Patrol Car Accessories	69,356	12,678	547%	
90	963 reduced by Grant Reimbursement	(20,739)			
91	967 Station Equipment	17,353	12,000	145%	30,000
92	991 Capitalized Items - Contra		50,000	0%	
93	Total Capital Outlay	\$ 65,970	\$ 74,678	88%	\$ 30,000
94	Total Expenses	\$ 3,549,392	\$ 3,462,714	103%	\$ 3,572,247
95	Net Operating Income	\$ (1,778,543)	\$ (1,741,114)	102%	\$ (2,089,534)
96	Net Income	\$ (1,778,543)	\$ (1,741,114)	102%	\$ (2,089,534)



Kensington Community Services District
Budget vs. Actuals: Parks Unaudited
For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget	Ridgeline Projections
1	Income				
2	420 Parks Grant Revenue				
3	406 Per Capita Park Grant				
4	Total 420 Parks Grant Revenue				
5	420.1 Parks Assessments				
6	424 Special Tax-L&L Parks	47,026	49,000	96%	48,410
7	Total 420.1 Parks Assessments	\$ 47,026	\$ 49,000	96%	\$ 48,410
8	420.2 Parks Rental Revenue				
9	427 Community Center Revenue	53,716	38,000	141%	30,900
10	438 Tennis Court Revenue	1,666	2,500	67%	2,060
11	439 Other Community Center Revenue	1,321			
12	Total 420.2 Parks Rental Revenue	\$ 56,703	\$ 40,500	140%	\$ 32,960
13	471 KCC Annual Fees	30,497	30,000	102%	29,870
14	Total Income	\$ 134,227	\$ 119,500	112%	\$ 111,240
15	Gross Profit	\$ 134,227	\$ 119,500	112%	\$ 111,240
16	Expenses				
17	600 Park/Rec Sal & Ben				
18	601 Park & Rec Administrator	22,977	24,600	93%	21,357
19	602 Custodial Salary	36,774	43,500	85%	43,731
20	623 Social Security/Medicare - Dist	4,545	5,210	87%	4,979
21	Total 600 Park/Rec Sal & Ben	\$ 64,296	\$ 73,310	88%	\$ 70,067
22	635 Park/Recreation Expenses				
23	640 Parks Expenses				
24	641 General Maintenance	19,294	25,000	77%	25,750
25	642 Utilities-Community Center	27,196	28,000	97%	25,750
26	643 Janitorial Supplies	2,075	2,500	83%	2,575
27	644 Landscaping	38,620	36,000	107%	35,020
28	645 Workers Comp	2,000	4,000	50%	3,090
29	646 Community Center Repairs	6,701	10,000	67%	4,120
30	647 Legal/Consulting	1,067	3,000	36%	5,150
31	Total 640 Parks Expenses	\$ 96,954	\$ 108,500	89%	\$ 101,455
32	650 Other Park Expenses				
33	657 General Liability	15,000	15,000	100%	15,450
34	658 Levy Administration	8,893	9,000	99%	7,725
35	659 Other Park Expenses	11,186	10,000	112%	1,030
36	674 Tennis Court Maint/Repair	211	1,000	21%	1,030
37	Total 650 Other Park Expenses	\$ 35,290	\$ 35,000	101%	\$ 25,235



Kensington Community Services District
Budget vs. Actuals: Parks Unaudited
For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget	Ridgeline Projections
38	Total 635 Park/Recreation Expenses	\$ 132,243	\$ 143,500	92%	\$ 126,690
39	950 Capital Outlay				
40	972 Park Buildings Improvement	119,748			30,000
41	Total 950 Capital Outlay	\$ 119,748			\$ 30,000
42	Total Expenses	\$ 316,288	\$ 216,810	146%	\$ 226,757
43	Net Operating Income	\$ (182,061)	\$ (97,310)	187%	\$ (115,517)
44	Other Income				
45	470 KCC Reserves	60,000			30,000
46	474 PATH Dedicated Capital Revenue	35,000	35,000	100%	
47	Total Other Income	\$ 95,000	\$ 35,000	271%	\$ 30,000
48	Other Expenses				
49	700 Bond Expense				
50	975 Community Center Loan Repayment	30,517	\$ 30,500	100%	\$ 30,517
51	Total 700 Bond Expense	\$ 30,517	\$ 30,500	100%	\$ 30,517
52	976 PATHS Capital Expense	57,495			
53	Total Other Expenses	\$ 88,012	\$ (30,500)	-289%	\$ 30,517
54	Net Other Income	\$ 6,988	\$ 4,500	155%	\$ (517)
55	Net Income	\$ (175,073)	\$ (92,810)	189%	\$ (116,034)



Kensington Community Services District
Budget vs. Actuals: Waste Management Unaudited
 For Period July 1, 2025 to June 30, 2026

Line	Account	FY26 YTD Actual	FY 26 Budget	% of Budget	Ridgeline Projections
1	Income				
2	440 Interest and Admin Charges				
3	448 Franchise Fees	127,948	120,000	107%	123,600
4	Total 440 Interest and Admin Charges	\$ 127,948	\$ 120,000	107%	\$ 123,600
5	Total Income	\$ 127,948	\$ 120,000	107%	\$ 123,600
6	Gross Profit	\$ 127,948	\$ 120,000	107%	\$ 123,600
8	Expenses				
9	750 Waste Managment Expenses				
10	751 Waste Removal Franchise Fee Exp	54,792	51,000	107%	52,530
11	752 Waste Management Program Admin	23,802	25,844	92%	30,619
12	753 Other Waste Management Exp	700	5,000	14%	5,150
13	754 Consulting/Legal (Waste Mgmt)		10,000	0%	
14	799 Waste Mgmt Grant Exp	11,861	25,000	47%	
15	Total 750 Waste Managment Expenses	\$ 91,155	\$ 116,844	78%	\$ 88,299
16	Total Expenses	\$ 91,155	\$ 116,844	78%	\$ 88,299
17	Net Operating Income	\$ 36,793	\$ 3,156	1166%	\$ 35,301
18	Net Income	\$ 36,793	\$ 3,156	1166%	\$ 35,301



Kensington Fire Protection District
Budget vs. Actuals: Fire Dept Unaudited
For Period July 1 to June 30, 2026

Line	Account	FY26 YTD Actual	Budget	% of Budget	Ridgeline Projections
1	Income				
2	CERBT Reimbursement	52,459	54,752	96%	60,070
3	Interest Income	142,340	181,979	78%	
4	Miscellaneous Income		2,060	0%	22,060
5	Other Tax Income	15,321	25,000	61%	25,000
6	Property Taxes	5,949,475	5,883,985	101%	
7	Special Taxes	210,842	200,802	105%	201,000
8	Total Income	\$ 6,370,438	\$ 6,348,578	100%	\$ 308,130
9	Gross Profit	\$ 6,370,438	\$ 6,348,578	100%	\$ 308,130
10	Expenses				
11	COMMUNITY SERVICE ACTIVITIES				
12	CERT Emerg Kits/Sheds/Prepared				2,548
13	Community Sandbags	3,228	2,690	120%	3,605
14	Community Service - Other				515
15	Community Shredder	2,014	1,800	112%	5,665
16	Hazardous Vegetation Removal Grant	39,410	41,460	95%	10,300
17	Open Houses	233	1,030	23%	2,060
18	Public Education	16,609	15,000	111%	15,450
19	Volunteer Appreciation	504			515
20	Total COMMUNITY SERVICE ACTIVITIES	\$ 61,998	\$ 61,980	100%	\$ 40,658
21	Contingency		20,000	0%	20,600
22	Debt Service - Interest	84,523	84,523	100%	141,525
23	Debt Service - Principal	57,002	57,002	100%	
24	DISTRICT ACTIVITIES				
25	Building Activities				
26	Building alarm				1,545
27	Building Maintenance	7,562	12,683	60%	
28	Gardening service	2,380	2,400	99%	2,472
29	Janitorial Service	208	3,240	6%	2,472
30	Medical Waste Disposal	4,905	4,494	109%	2,266
31	Miscellaneous Maint.	(5,808)	2,000	-290%	5,150
32	Total Building Activities	\$ 9,247	\$ 24,817	37%	\$ 13,905
33	Building Utilities/Service				
34	Gas and Electric	42,610	39,230	109%	12,600
35	Other	3,346	1,188	282%	1,030
36	Refuse Collection				
37	Sewer Charge	304			



Kensington Fire Protection District
Budget vs. Actuals: Fire Dept Unaudited
For Period July 1 to June 30, 2026

Line	Account	FY26 YTD Actual	Budget	% of Budget	Ridgeline Projections
38	Water/Sewer	5,120	5,027	102%	5,150
39	Total Building Utilities/Service	\$ 51,380	\$ 45,445	113%	\$ 18,780
40	Election				
41	Equipment		41,700	0%	
42	Firefighter's Apparel & PPE	1,432	1,545	93%	1,545
43	Firefighters' Expenses		5,150	0%	5,150
44	Memberships	7,914	9,785	81%	
45	Office				
46	Internet	2,630	2,835	93%	4,635
47	Office Equipment				515
48	Office Expense	5,131	5,000	103%	4,120
49	Office Supplies	1,946	2,500	78%	
50	Office- Other	110	70	158%	
51	Telephone	7,399	7,231	102%	1,133
52	Total Office	\$ 17,217	\$ 17,636	98%	\$ 17,098
53	Professional Development	2,369	5,000	47%	10,000
54	Staff Appreciation		2,575	0%	2,575
55	Total DISTRICT ACTIVITIES	\$ 89,559	\$ 153,653	72%	\$ 265,141
56	OUTSIDE PROFESSIONAL SERVICES				
57	Accounting	20,215	20,000	101%	
58	Actuarial Valuation	9,500	3,200	297%	
59	Audit	20,500	20,500	100%	
60	Bank Fee	165	25	659%	52
61	Contra Costa County Expenses	45,670	42,334	108%	68,084
62	El Cerrito Contract Fee	4,480,522	4,480,522	100%	4,504,681
63	El Cerrito Reconciliation(s)	58,313	58,313	100%	80,000
64	Emergency Prep Coordinator	113,468	114,263	99%	
65	Fire Abatement Contract		5,513	0%	5,513
66	Fire Engineer Plan Review	2,855	3,090	92%	3,090
67	Fiscal Analysis Consultant		3,090	0%	
68	IT Services and Equipment	20,845	5,000	417%	
69	LAFCO Fees	2,555	2,555	100%	
70	Legal Fees	34,248	18,000	190%	
71	Long Term Financial Planner	3,250	2,000	163%	2,575
72	Nixle Fee				
73	Operational Consultant	119,451	109,730	109%	
74	Recruitment	16,000	16,000	100%	



Kensington Fire Protection District
Budget vs. Actuals: Fire Dept Unaudited
For Period July 1 to June 30, 2026

Line	Account	FY26 YTD Actual	Budget	% of Budget	Ridgeline Projections
75	Risk Management Insurance	16,856	24,582	69%	
76	Temporary Services				
77	Website Development/Maintenance	4,738	3,846	123%	
78	Wildland Vegetation Mgmt	(4,234)	4,244	-100%	4,244
79	Total OUTSIDE PROFESSIONAL SERVICES	\$ 4,964,917	\$ 4,936,807	101%	\$ 4,668,239
80	RETIREE MEDICAL BENEFITS				
81	CalPERS Settlement				
82	Delta Dental	4,177	5,127	81%	9,847
83	PERS Medical	41,009	39,904	103%	47,268
84	Vision Care	2,390	2,606	92%	2,954
85	Total RETIREE MEDICAL BENEFITS	\$ 47,577	\$ 47,637	100%	\$ 60,069
86	Staff				
87	Medical Insurance Contribution	3,000	6,067	49%	
88	Payroll Processing	1,018	1,018	100%	
89	Payroll Taxes	6,149	7,086	87%	
90	Vacation Wages	11,070	11,070	100%	
91	Wages	62,100	77,315	80%	
92	Workers Compensation/Life Ins	1,993	3,251	61%	
93	Total Staff	\$ 85,330	\$ 105,807	81%	\$ -
94	Vehicle Maintenance	125			
95	Total Expenses	\$ 5,391,031	\$ 5,464,319	99%	\$ 5,034,107
96	Net Operating Income	\$ 979,407	\$ 884,259	111%	\$ (4,725,977)
97	Other Income				
98	Unrealized Gain/Loss	(6,874)			
99	Total Other Income	\$ (6,874)	\$ -		
100	Other Expenses				
101	Bad Debt	(60,651)			
102	Total Other Expenses	\$ (60,651)	\$ -		
103	Net Other Income	\$ 53,777	\$ -		
104	Net Income	\$ 1,033,184	\$ 884,259	117%	\$ (4,725,977)



Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: David Aranda, Interim General Manager (IGM)

SUBJECT: Discussion of the Fiscal Year 2027 Budget as Compared to Ridgeline Projections

RECOMMENDATION:

This item is for discussion.

BACKGROUND:

The Board of Directors requested a comparison of the Fiscal Year 2027 budget (amended as noted in the previous agenda item) as compared to the Ridgeline projections. Attached are the spreadsheets showing the comparable dollar amounts. The bullet points below attempt to provide some explanation on the differences between Ridgeline and the actual budget for Fiscal Year 2027.

- The primary dollar difference between Ridgeline and the Fiscal Year 2027 budget submitted by staff and approved by the board would be the salary line item. The Ridgeline projection was based on a full-time General Manager and additional administrative staff working for the district in 2027.
- Overall, the Ridgeline projections as compared to the actual police budget for 2027 are comparable. Line items differ, especially the salary for police officers. The Ridgeline projection was made before the district approved MOU with the Police Officers Association.
- For the fire department, increases over what Ridgeline projected are found in the contract fee, reconciliation cost, and utilities. The Emergency preparedness coordinator fee and the vehicle insurance costs were not incorporated in the Ridgeline estimate.
- For the parks department the increase that the board approved to fund capital projects in the park were not reflected in the Ridgeline projections.
- For Waste Management the District budget includes consulting fees and legal fees, which Ridgeline did not include.

Fiscal Year 2027 Budget as Compared to Ridgeline Projections

August 13, 2026

Page 2 of 2

A comparison of the overall revenue between Ridgeline and the Fiscal Year 2027 budget is aligned. The expenses between Ridgeline's projections and the district's budget reveal capital costs in parks that were not discussed with Ridgeline and even though Ridgeline worked with the Fire Chief on the El Cerrito contract estimates, what the district had submitted by El Cerrito for Fiscal Year 2027 is significantly different than what was projected. Questions and comments are welcomed.

EXHIBIT(S):

- Updated In Progress FY 27 Budget with Ridgeline Comparison

Item #16a

	FY 27 Revenues	Capital Revenue	FY 27 Expenditures	FY 27 Capital Expenses	Reserves	Net FY 27 End	Ridgeline FY 27 Projections
Gen Fund	\$9,130,700.00		\$900,006.19	\$150,673.00		\$8,080,020.81	\$7,890,250
Police	\$1,767,000.00		\$3,851,107.01	\$55,000.00		(\$2,139,107.01)	(\$2,171,152)
Parks	\$122,500.00	\$35,000.00	\$236,074.42	\$215,500.00		(\$294,074.42)	(\$117,692)
WM	\$120,000.00		\$99,200.00			\$20,800.00	\$36,130
Fire	\$256,802.00		\$135,018.00	\$5,376,701.00		(\$5,254,917.00)	(\$4,690,559)
Total	\$11,397,002.00	\$35,000.00	\$5,221,405.62	\$5,797,874.00		\$412,722.38	\$946,977

Rolling Stock Reserve \$237,247 *Fully funded in LAIF
6 mos. Reserve addition \$169,199 *Fully funded in LAIF



Kensington Community Services District

Proposed Budget FY 26/27

General Fund

Account #		General Fund	Total	FY27 Proposed	FY 27
Old	New		Combined FY	Approved	Ridgeline
			26 Actual	Amendments	Projections
401	01-401	Levy Tax - Co. Prop 1%	\$8,596,718	\$8,800,000	\$8,816,554
456	01-456	Interest	\$164,795	\$300,000	\$305,522
458	01-458	Other District Revenue - Allocation	\$23,802	\$30,700	\$31,767
		Other Revenue			\$22,722
480	01-480	Rental Revenue			
		Total Revenue	\$8,785,315	\$9,130,700	\$9,176,565
		Expenses			
800	01-800	District Expenses			
815	01-815	Admin Communications	\$14,723	\$15,000	
	01-814	Website Development/Maintenance	\$4,738	\$10,000	\$3,819
	01-813	IT Services & Equipment	\$20,845	\$25,000	\$15,383
816	01-816	Office Supplies	\$19,365	\$10,000	\$16,305
817	01-817	Printing & Postage	\$6,383	\$6,000	\$2,652
818	01-818	Mileage Reimbursement	\$1,247	\$1,500	\$1,061
819	01-819	Subscriptions/Memberships	\$12,420	\$20,000	\$15,450
820	01-820	Copier Contract	\$4,212	\$2,000	\$4,120
825	01-825	Board Continuing Ed/Conferences	\$2,369	\$5,000	\$10,300
826	01-826	Board Meetings	\$665	\$0	
831	01-831	Training and Travel Admin	\$10,021	\$15,000	\$3,000
	01-832	Landscape & Maintenance		\$6,000	
	01-580	Utilities	\$8,770	\$5,000	\$6,366
		Staff Appreciation			\$2,652
		Total District Expenses	\$105,758	\$120,500	\$81,108
		Salaries			
807	01-807	Salaries	\$339,584	\$390,396	\$635,137
808	01-808	Payroll Taxes	\$28,870	\$29,865	\$42,994
809	01-809	Benefits / Unemployment	\$3,000	\$0	\$44,000
		Total salaries	\$371,454	\$420,261	\$722,131
		Professional Services			
835	01-835	Consulting	\$43,934	\$10,000	\$25,000
	01-836	Operational Consulting	\$119,451	\$50,000	
	01-838	Other Consulting	\$3,250		\$2,652
840	01-840	Consulting Accounting	\$46,584	\$45,000	
840	01-841	Audit	\$20,500	\$30,000	\$30,900
830	01-830	Legal (District/Personnel)	\$62,611	\$60,000	\$64,231
850	01-850	Risk Management Insurance	\$75,135	\$47,245	\$83,669
851	01-851	Workers Compensation	\$4,519	\$7,500	\$6,531



Kensington Community Services District
Proposed Budget FY 26/27
General Fund

Account #		General Fund	Total	FY27 Proposed	FY 27
Old	New		Combined FY	Approved	Ridgeline
			26 Actual	Amendments	Projections
860	01-860	Election		\$8,000	\$8,487
861	01-861	LAFCO	\$4,405	\$3,000	\$4,350
870	01-870	County Expenditures	\$45,670	\$68,000	\$70,126
898	01-898	Other Expenses	\$5,212	\$5,000	\$5,430
550.6	01-550.6	FSA Expenses	(\$1,489)	\$1,500	
997	01-997	Payroll Expense	\$12,377	\$14,000	\$15,914
	01-572	Recruiting/Hiring/Background	\$16,000	\$10,000	
		Contingency			\$21,218
		Total Administrative expenses	\$458,158	\$359,245	\$338,508
		Debt Service			
	01-977	PSB Loan principle	\$57,002	\$59,322	\$141,478
	01-979	PSB loan interest	\$84,523	\$81,351	
		Total Expenses	\$1,076,895	\$1,040,679	\$1,283,225
		Net Operating Revenue/ (Expense)	\$7,708,420	\$8,090,021	\$7,893,340
		Capital Outlay			
		Computer Equipment AV equipment			
01-969		Office Furniture & Equipment	\$1,879	\$10,000	\$3,090
		Net Revenue/ (Expense)	\$7,706,541	\$8,080,021	\$7,890,250



Kensington Community Services District
Proposed Budget FY 26/27
Police Department

Account #		PD	FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline Projections
Old	New	Account			
402	02-402	Special Tax-Police	\$686,040	\$686,000	\$645,233
404	02-404	Measure G Supplemental Tax	\$714,443	\$741,000	\$742,630
410	02-410	Police Fees/Service Charges	\$13,659	\$15,000	\$6,365
		Total Assessments	\$1,414,142	\$1,442,000	\$1,394,228
		Grant Revenue			
414	02-414	POST Reimbursement	\$9,741	\$3,000	\$10,609
415	02-415	SLESF	\$201,537	\$200,000	
422	02-422	Grant Revenue		\$0	\$103,000
		Total Grant Revenue	\$211,277	\$203,000	\$113,609
		Reimbursements&fees			
418	02-418	CERBT Disbursements	\$133,103	\$122,000	
441	02-419	Other Misc. Revenue/Refunds	\$12,327		
		TOTAL REVENUE	\$1,770,849	\$1,767,000	\$1,507,837
		EXPENSES			
	500	Police Salaries			
502.1	02-807	Salaries	\$1,428,586	\$1,532,278	\$1,415,806
503	02-503	Holiday Pay	\$51,734	\$50,373	\$48,635
503.4	02-503.4	Incentive pay - Longevity	\$10,126	\$13,760	\$17,720
504	02-504	Incentive Pay- Education	\$16,061	\$17,110	\$14,500
505	02-505	Incentive Pay- POST Certificate	\$45,286	\$51,174	\$28,716
		Total Officer Salaries	\$1,551,795	\$1,664,695	\$1,525,377
506	02-506	Overtime	\$109,605	\$80,000	\$60,903
		Overtime Special Events		\$10,000	
508	02-508	Non-Sworn Salaries			
		Total Police Salaries	\$1,661,400	\$1,754,695	\$60,903
		Benefits			
509	02-509	Hiring Bonus	\$12,000	\$10,000	\$8,000
510	02-510	Vacation Cash Out			
516	02-516	Uniform Allowance	\$1,200	\$1,200	\$5,150
520	02-520	In Lieu Health Expense		\$12,000	
521-A	02-521A	Medical/Vision/Dental (Active)	\$226,928	\$205,000	\$286,723
521-R	02-521R	Medical/Vision/Dental (Retired)	\$96,481	\$90,000	\$157,445
522	02-522	Officer Life Insurance	\$4,188	\$3,300	\$6,527
		Total Benefits	\$340,796	\$321,500	\$463,845
		Taxes & Workers Comp			
523	02-808	Payroll Taxes	\$23,898	\$26,170	\$23,192
524	02-524	Payroll Taxes (non sworn)			



Kensington Community Services District
Proposed Budget FY 26/27
Police Department

Account #		PD	FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline Projections
Old	New	Account			
530	02-851	Workers Compensation	\$83,000	\$77,190	\$47,741
		GASB	\$3,200		\$5,305
		Total Taxes & Workers Com Retirement	\$110,098	\$103,360	\$76,238
527	02-527	CalPERS District Share	\$268,325	\$436,194	\$397,511
528	02-528	CalPERS Officers Share			
529	02-529	Pension Obligation Bond Payment	\$327,640	\$331,258	\$331,021
		Total retirement	\$595,964	\$767,452	\$728,532
		Operations & Admin Expenses			
519	02-519	Axon - Body Camera/Tasers/Storage	\$23,324	\$30,500	\$26,523
	02-555	CAPS		\$11,500	
554	02-554	Traffic Safety/Equipment	\$6,742	\$18,000	\$10,300
568	02-568	Evidence, Investigation, Forensic Services	\$4,425	\$7,000	\$8,487
571	02-571	Records, PRA, and Redaction Software	\$2,626	\$0	\$8,487
575	02-575	Community Safety Cameras	\$16,192	\$15,000	\$15,914
576	02-819	Subscriptions/Memberships	\$11,321	\$8,000	\$3,183
594	02-594	Community Events & Volunteer programs	\$9,740	\$9,000	\$6,366
569	02-569	Emergency Preparedness			
		Total Police Operating Building & District Expenses	\$74,370	\$99,000	\$79,260
552	02-816	Office Supplies And Expenses	\$10,260	\$10,000	\$5,305
567	02-567	Building Alarm, Fire, Security, and Maintenance	\$5,182	\$5,000	\$5,305
580	02-580	Utilities	\$33,452	\$35,000	\$37,132
581	02-581	Building Repairs and Maintenance	\$3,540	\$4,000	\$5,305
587	02-587	IT Contract	\$52,277	\$45,000	\$53,045
590	02-590	Janitorial	\$14,435	\$13,000	\$12,731
592	02-592	Website Social Media Contracts	\$3,763	\$1,000	\$7,957
597	02-597	Police Building Lease	\$72,977	\$12,600	\$83,977
		Total Building & District Expenses	\$195,886	\$125,600	\$210,757
		Fleet Related Expenses			
561	02-561	Fleet Maintenance, Fuel, Toll, Transportation	\$90,876	\$75,000	\$56,228
563	02-563	Vehicle Lease	\$28,839	\$16,000	\$54,105
566	02-566	Radio Maintenance	\$17,648	\$10,000	\$12,731
588	02-588	Police Fleet Cellular Contract	\$10,456	\$12,000	\$10,609
		Total Fleet	\$147,819	\$113,000	\$133,673
		Personnel Misc.			
553	02-553	Uniforms, Equipment, and Duty Gear	\$16,634	\$20,000	\$20,600



Kensington Community Services District
Proposed Budget FY 26/27
Police Department

Account #		PD	FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline Projections
Old	New	Account			
570	02-831	Training And Travel Expense	\$24,187	\$25,000	\$31,827
572	02-572	Recruiting, Hiring & Background	\$2,738	\$1,500	\$5,305
574	02-574	Reserve Program		\$1,500	\$3,183
598	02-835	Consulting - background/hiring/rec	\$47,310	\$50,000	\$74,263
		Total Personnel Misc.	\$90,869	\$98,000	\$135,178
		Professional Services & Liability			
591	02-850	Risk Management Insurance	\$74,157	\$80,000	\$68,959
595	02-830	Legal	\$9,070	\$4,000	\$15,914
	02-596	Lexipole		\$4,500	
564	02-564	Cal-ID, ARIES, SunRidge, LEFTA	\$182,993	\$190,000	\$180,353
		Total Prof. Services & Liability	\$266,221	\$278,500	\$265,226
963	02-963	Patrol Car Accessories	\$48,617	\$40,000	
967	02-967	Station Equipment	\$17,353	\$15,000	
968	02-968	Office Furniture/Equipment			
982	02-982	Police Building Capital Projects		\$190,000	
		Total Expenses	\$3,549,392	\$3,906,107	\$3,678,989
		Net Income	(\$1,778,543)	(\$2,139,107)	(\$2,171,152)



El Cerrito Community Services District
Proposed Budget FY 26/27
Fire Department

Fire		FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline FY 27 Projections
New	Account			
Revenue				
03-418	CERBT Disbursements	\$52,459	\$53,000	\$58,985
03-450	Lease Agreement			
03-419	Other Revenue		\$3,000	
03-452	Other Tax Income	\$15,321	\$0	
03-453	Investment Income	\$142,340	\$0	
03-402	Special Taxes	\$210,842	\$200,802	\$201,000
Total Revenue		\$420,963	\$256,802	\$259,985
Expenses				
COMMUNITY SERVICE ACTIVITIES				
03-569	Emergency Preparedness	\$5,979	\$6,000	\$15,355
03-906	Hazardous Vegetation Removal Grant	\$39,410	\$80,000	
03-908	Public Education	\$16,609	\$16,000	\$15,914
03-905	KEEP Grant		\$15,000	\$10,609
Total Expenses		\$61,998	\$117,000	\$41,878
DISTRICT ACTIVITIES				
Building Activities				
01-567	Building Alarm, Fire, Security, and Main	\$7,562	\$16,000	\$1,591
01-644	Landscaping	\$2,380	\$5,000	\$2,546
01-590	Janitorial Service	\$208	\$1,000	\$2,546
03-590	Janitorial (Med Waste Disposal)	\$4,905	\$5,000	\$2,334
01-567	Miscellaneous Maint.	(\$5,808)	\$0	\$5,305
Total Building Activities		\$9,247	\$27,000	\$14,322
03-553	Uniforms, Equipment, and Duty Gear	\$1,432	\$4,000	\$1,591
03-898	Other Expenses	\$125	\$5,000	\$5,305
03-576	Subscriptions/Memberships	\$7,914	\$5,000	
03-580	Utilities (Telephone & PG&E)	\$50,009	\$52,500	\$14,397
Total Office		\$59,480	\$66,500	\$21,293
OUTSIDE PROFESSIONAL SERVICES				
01-840	Accounting	\$20,215	\$0	
03-1009	Actuarial Valuation	\$9,500	\$6,000	\$4,800
01-898	Bank Fee	\$165	\$0	
03-1010	El Cerrito Contract Fee	\$4,480,522	\$4,923,081	\$4,715,923
03-1011	El Cerrito Reconciliation(s)	\$58,313	\$127,638	\$80,000
03-837	Emergency prep coordinator	\$113,468	\$110,000	



Yreka Community Services District
Proposed Budget FY 26/27
Fire Department

Fire		FY 26 Actual Results	FY27 Proposed Approved Amendments	Ridgeline FY 27 Projections
New	Account			
03-1012	Fire Abatement Contract	\$0	\$0	\$5,788
03-1015	Fire Engineer Plan Review	\$2,855	\$3,000	\$3,183
01-830	Legal Fees	\$34,248	\$0	
01-850	Risk Management Insurance	\$16,856	\$34,000	
03-1016	Wildland Vegetation Mgmt	(\$4,234)	\$4,500	\$4,371
Total OUTSIDE PROFESSIONAL SERVICE		\$4,731,908	\$5,208,219	\$4,814,065
RETIREE MEDICAL BENEFITS				
03-521R	Medical/Vision/Dental (Retired)	\$43,304	\$53,000	\$58,986
Total RETIREE MEDICAL BENEFITS		\$47,577	\$53,000	\$58,986
03-967	Station Equipment		\$40,000	
Total Expenses		\$4,900,963	\$5,511,719	\$4,950,544
Net Income		(\$4,480,000)	(\$5,254,917)	(\$4,690,559)



Kensington Community Services District
Proposed Budget FY 26/27
Parks

Account #		Parks	FY 26 Actual	FY 27	Ridgeline
Old	New	Revenue	Results	Approved Budget	FY27 Projections
424	04-402	Special Tax-Landscape and Learning Parks	\$47,026	\$50,000	\$49,862
427	04-427	Community Center Revenue	\$53,716	\$40,000	\$31,827
438	04-438	Tennis Court Revenue	\$1,666	\$1,500	\$2,122
439	04-419	Other Misc. Revenue	\$1,321	\$0	
		TOTAL REVENUE	\$103,730	\$91,500	\$83,811
471	04-470	KCC Annual Fees	\$30,497	\$31,000	\$30,766
		Total Revenue	\$134,227	\$122,500	\$114,577
		EXPENSES			
		Salaries and Benefits			
601&602	04-807	Salaries	\$59,751	\$73,548	\$66,194
623	04-808	Payroll Taxes	\$4,545	\$5,626	\$5,064
		Total Salaries & Benefits	\$64,296	\$79,174	\$71,258
		Operations & Admin Expenses			
640	04-640	Parks Expenses			
641	04-641	General Maintenance	\$19,294	\$20,000	\$26,523
642	04-580	Utilities	\$27,196	\$30,000	\$26,523
643	04-590	Janitorial Supplies	\$2,075	\$2,500	\$2,652
644	04-644	Landscaping	\$38,620	\$45,000	\$36,071
645	04-851	Workers Compensation	\$2,000	\$5,600	\$3,183
646&699	04-581	Community Center Maintenance & Repairs	\$6,701	\$7,500	\$4,244
647	04-830	Legal	\$1,067	\$1,000	\$5,305
647	04-835	Consulting		\$5,000	
649	04-649	Interest Expense			
		Total Park Expenses	\$96,954	\$116,600	\$104,501
		Other Park expenses			
699	04-699	Community Center Expenses - Other			
657	04-850	Risk Management Insurance	\$15,000	\$18,000	\$15,914
658	04-658	Levy Administration	\$8,893	\$11,300	\$7,957
659	04-898	Other Expenses	\$11,186	\$10,000	\$1,061
674	04-674	Parks Maintenance and Repair	\$211	\$1,000	\$1,061
		Total Other expenses	\$35,290	\$40,300	\$25,993
		TOTAL EXPENSE	\$196,539	\$236,074	\$201,752
		NET REVENUE / (EXPENSE)	(\$62,313)	(\$113,574)	(\$87,175)
		Capital Outlay			
		Capital Income			
		PATH Dedicated Capital Revenue	\$35,000	\$35,000	



Kensington Community Services District
Proposed Budget FY 26/27
Parks

Account #		Parks	FY 26 Actual	FY 27	Ridgeline
Old	New	Revenue	Results	Approved	FY27
				Budget	Projections
470	04-471	KCC Reserves	\$60,000	\$0	\$30,000
		Total capital income	\$95,000	\$35,000	\$30,000
		Capital expenses			
972	04-972	Park Capital Improvement	\$119,748	\$120,000	\$30,000
978	04-968	Park Furniture and Equipment		\$0	
	04-976	PATHS Capital Expense	\$57,495	\$65,000	
974	04-974	Other Park Improvements			
975	04-975	Community Center Loan Repayment	\$30,517	\$30,500	\$30,517
		Total capital expenses	\$207,760	\$215,500	\$60,517
		Net Income	(\$175,072)	(\$294,074)	(\$117,692)



Kensington Community Services District
Proposed Budget FY 26/27
Waste Management

Account #			WM	FY 26 Actual Results	FY 27 Approved Budget	Ridgeline Projections
Old	New	Account				
Revenue						
448	05-448	Franchise Fees		\$127,948	\$120,000	\$127,308
461	05-461	Waste Removal Franchise Fee			\$0	
481	05-422	Grant Revenue			\$0	
455	05-456	Interest			\$0	
TOTAL REVENUE				\$127,948	\$120,000	\$127,308
EXPENSES						
Operations & Admin Expenses						
751	05-751	Waste Removal Franchise Fee Expense		\$54,792	\$51,000	\$54,106
752	05-752	Waste Management Program Admin		\$23,802	\$30,700	\$31,767
753	05-898	Other Expenses		\$700	\$2,500	\$5,305
754	05-830	Legal			\$2,500	
754	05-835	Consulting			\$10,000	
799	05-799	Waste Management grant expenses		\$11,861	\$2,500	
Total Operations & Admin Expenses				\$91,155	\$99,200	\$91,178
Net Revenue/ (Expense)				\$36,793	\$20,800	\$36,130



Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: David Aranda, Interim General Manager
Mary A. Morris-Mayorga, Consultant

SUBJECT: Approve FY 2026-2027 El Cerrito-Kensington Fire Services Contract Fee Schedule

RECOMMENDATION:

Staff recommends the Board of Directors approve the FY 2026-2027 Fee Schedule for El Cerrito-Kensington Fire Department Contract.

BACKGROUND:

Each year, the district receives the El Cerrito-Kensington Fire Services Contract Fee Schedule in accordance with the agreement for fire services between the district and City of El Cerrito. The Finance Committee typically meets in May to receive a presentation of the next fiscal year's schedule; however, this year it was not possible due to timing of the El Cerrito budget process. Chief Saylor provided the fee schedule (attached) which is approximately \$255,000 above the projection developed by Ridgeline Municipal Strategies LLC as part of the fiscal analysis.

The first page of the schedule contains the line-item detail with associated Kensington percent allocations for the Fiscal Year 2026-27 budgeted fee. The second page provides the reconciliation of the most recently completed, audited fiscal year, Fiscal Year 2024-25. This reconciliation amount is then added to the current year's fee (or subtracted for years in which there is a credit).

FISCAL IMPACT:

The Fiscal Year 2026-27 Budget contains the updated El Cerrito-Kensington Fire Services Fee Schedule as reflected in the budget amendment for approval this evening.

EXHIBIT(S):

- Fiscal Year 2026-27 El Cerrito-Kensington Fire Services Contract Fee Schedule including Reconciliation

CITY OF EL CERRITO /KENSINGTON FIRE PROTECTION DISTRICT**Proposed Contract Fee for FY 2026-27**

	Adopted FY26-27 Budget	%	Proposed FY26-27 Fee
<u>5100 SALARIES & BENEFITS</u>			
51110 Salaries	\$6,878,914.00	27.75%	\$1,908,898.64
51130 Temporary/Part-time Salaries	\$56,275.00	27.75%	\$15,616.31
51140 Backfill Pay	\$1,087,000.00	27.75%	\$301,642.50
51145 FLSA Overtime pay	\$125,000.00	27.75%	\$34,687.50
51146 Non Suppression Overtime pay	\$50,000.00	27.75%	\$13,875.00
51150 Special Pay	\$0.00	27.75%	\$0.00
51210 PERS Contributions	\$1,348,004.00	27.75%	\$374,071.11
51211 PERS UAL	\$3,250,460.00	27.75%	\$902,002.65
51220 FICA/MEDICARE	\$120,090.00	27.75%	\$33,324.98
51230 Medical Insurance	\$1,229,164.00	27.75%	\$341,093.01
51235 Life & LTD Insurance	\$53,664.00	27.75%	\$14,891.76
51237 Allowances & Other Benefits	\$454,059.00	27.75%	\$126,001.37
51240 Workers Compensation	\$465,233.00	27.75%	\$129,102.16
51242 Workers Compensation Pay (In Lieu of Salary)	\$110,000.00	27.75%	\$30,525.00
TOTAL	\$15,227,863.00		\$4,225,731.98
<u>5200 PROFESSIONAL SERVICES</u>			
52190 Misc. Professional Services	\$274,000.00	33.33%	\$91,324.20
52220 Medical Services	\$42,000.00	33.33%	\$13,998.60
52230 Other Technical Services	\$45,000.00	33.33%	\$14,998.50
TOTAL	\$361,000.00		\$120,321.30
<u>5300 PROPERTY SERVICES</u>			
53110 Utilities	\$39,115.00	0.00%	\$0.00
53230 Building Maintenance Services	\$25,000.00	33.33%	\$8,332.50
53240 Landscape/Park Maintenance Services	\$7,000.00	0.00%	\$0.00
53250 Vehicle/Equip Maintenance Services	\$175,000.00	25.00%	\$43,750.00
53290 Misc. Repair & Maintenance Services	\$70,000.00	33.33%	\$23,331.00
53320 Vehicle & Equipment Lease	\$0.00	0.00%	\$0.00
53330 Vehicle Replacement Rental Charge	\$10,000.00	18.83%	\$1,883.00
53910 Solid Waste Services	\$11,000.00	33.33%	\$3,666.30
TOTAL	\$337,115.00		\$80,962.80
<u>5400 OTHER SERVICES</u>			
54210 Telephone Expenses	\$23,562.00	20.00%	\$4,712.40
54220 Mobile/wireless Expenses	\$23,232.00	20.00%	\$4,646.40
54230 Internet Services	\$18,680.00	33.33%	\$6,226.04
54240 Software Licenses & Maintenance	\$20,000.00	33.33%	\$6,666.00
54310 Legal Notices & Advertisements	\$0.00	25.00%	\$0.00
54410 Printing and Binding	\$2,000.00	25.00%	\$500.00
54610 Travel & Training	\$70,000.00	25.00%	\$17,500.00
54910 Dues & Subscriptions	\$7,000.00	25.00%	\$1,750.00
54990 Other Administrative Services	\$2,500.00	25.00%	\$625.00
TOTAL	\$166,974.00		\$42,625.84
<u>5500 SUPPLIES</u>			
55110 General Office Supplies	\$4,000.00	25.00%	\$1,000.00
55120 Postage & Delivery	\$2,000.00	25.00%	\$500.00
55130 Photocopying Charges	\$0.00	25.00%	\$0.00
55210 Fuel	\$100,000.00	27.00%	\$27,000.00
55220 Safety Supplies	\$0.00	30.00%	\$0.00
55230 Medical Supplies	\$40,000.00	30.00%	\$12,000.00
55240 Clothing & Uniform Supplies	\$75,000.00	33.33%	\$24,997.50
55250 Vehicle & Equipment Supplies	\$10,000.00	25.00%	\$2,500.00
55290 Other Operating Supplies	\$8,000.00	25.00%	\$2,000.00
55520 Building Supplies	\$10,000.00	25.00%	\$2,500.00
TOTAL	\$249,000.00		\$72,497.50
<u>5600 CAPITAL OUTLAY</u>			
56310 Improvements, Not Buildings	\$5,000.00	0.00%	\$0.00
56410 Office Equipment <\$10K	\$10,000.00	0.00%	\$0.00
56710 Other Equipment < \$10K	\$10,000.00	0.00%	\$0.00
56720 Other Equipment > \$10K	\$10,000.00	0.00%	\$0.00
TOTAL	\$35,000.00		\$0.00
<u>5800 OTHER CHARGES</u>			
58220 Licenses & Permits	\$2,500.00	25.00%	\$625.00
TOTAL	\$2,500.00		\$625.00
GRAND TOTAL	\$16,379,452.00	27.73%	\$4,542,764.43
OVERHEAD CHARGES (9% of Personnel)	\$1,370,507.67	27.75%	\$380,315.88
UNRECONCILED CONTRACT AMOUNT			\$4,923,080.30
RECONCILIATION FY 2024-2025 BUDGET TO ACTUAL			\$127,637.20
PROPOSED CONTRACT FEE FY 2026-2027			\$5,050,717.50

KENSINGTON FIRE PROTECTION DISTRICT BUDGET
Prior Year Reconciliation

<u>Account #</u>	<u>Description</u>	<u>2024-25 Budgeted</u>	<u>2024-25 Actual</u>	<u>Diff.</u>	<u>Percentage</u>	<u>Reconciliation</u>
51110-51990	SALARIES & BENEFITS	\$13,252,787.00	\$13,788,619.00	(\$535,832.00)	27.75%	(\$148,693.38)
	SERVICES					
52190	Misc Professional Services	\$274,200.00	\$234,819.23	\$39,380.77	33.33%	\$13,125.61
52220	Medical Services	\$35,000.00	\$28,954.00	\$6,046.00	33.33%	\$2,015.13
52230	Other Technical Services	\$26,700.00	\$23,543.71	\$3,156.29	33.33%	\$1,051.99
53110	Utilities	\$33,866.00	\$28,168.62	\$5,697.38	0.00%	\$0.00
53230	Building Services	\$20,000.00	\$23,834.34	(\$3,834.34)	33.33%	(\$1,277.99)
53240	Landscape Services (Weed Abatement)	\$5,000.00	\$7,000.00	(\$2,000.00)	0.00%	\$0.00
53250	Vehicle/Equipmt Services	\$175,000.00	\$278,797.75	(\$103,797.75)	25.00%	(\$25,949.44)
53290	Misc Repair and Maintenance Services	\$63,100.00	\$21,874.10	\$41,225.90	33.33%	\$13,740.59
53320	Vehicle & Equipment Lease	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
53330	Vehicle Charge	\$151,000.00	\$0.00	\$151,000.00	18.83%	\$28,433.30
53910	Solid Waste Service	\$9,600.00	\$9,874.32	(\$274.32)	33.33%	(\$91.43)
53990	Other Property Services	\$1,030.59	1,030.59	\$0.00	33.33%	\$0.00
54210	Telephone Expenses	\$22,000.00	\$21,616.10	\$383.90	20.00%	\$76.78
54220	Mobile/Wireless Expenses	\$13,000.00	\$21,313.93	(\$8,313.93)	20.00%	(\$1,662.79)
54230	Internet Services	\$15,750.00	\$17,137.57	(\$1,387.57)	20.00%	(\$277.51)
54240	Software Licenses & Maintenance	\$17,500.00	\$9,548.63	\$7,951.37	20.00%	\$1,590.27
54310	Legal Notices & Advertisements	\$2,500.00	\$0.00	\$2,500.00	25.00%	\$625.00
54410	Printing	\$10,000.00	\$1,951.10	\$8,048.90	25.00%	\$2,012.23
54610	Travel & Training	\$50,000.00	\$70,200.43	(\$20,200.43)	25.00%	(\$5,050.11)
54910	Dues & Subscriptions	\$9,000.00	\$6,470.00	\$2,530.00	25.00%	\$632.50
54990	Other Administrative Services	\$8,500.00	\$2,568.21	\$5,931.79	25.00%	\$1,482.95
	SUPPLIES					
55110	Office Supplies	\$3,000.00	\$3,541.63	(\$541.63)	25.00%	(\$135.41)
55120	Postage	\$500.00	\$1,104.29	(\$604.29)	25.00%	(\$151.07)
55130	Photocopy	\$100.00	\$0.00	\$100.00	25.00%	\$25.00
55210	Fuel	\$66,066.00	\$52,797.28	\$13,268.72	27.00%	\$3,582.55
55220	Safety Supplies	\$0.00	\$0.00	\$0.00	30.00%	\$0.00
55230	Medical Supplies	\$30,975.00	\$30,402.08	\$572.92	30.00%	\$171.88
55240	Clothing & Uniforms	\$75,000.00	\$74,418.33	\$581.67	33.33%	\$193.87
55250	Vehicle & Equipment Supplies	\$8,000.00	\$8,176.37	(\$176.37)	25.00%	(\$44.09)
55290	Other Operating Supplies	\$7,000.00	\$7,043.32	(\$43.32)	25.00%	(\$10.83)
55520	Building Supplies	\$6,000.00	\$7,181.62	(\$1,181.62)	25.00%	(\$295.41)
55590	Other Maintenance Supplies	\$0.00	\$0.00	\$0.00	25.00%	\$0.00
58220	Licenses & Permits	\$2,500.00	\$0.00	\$2,500.00	25.00%	\$625.00
58920	Misc Finance Expense	\$0.00	\$0.00	\$0.00	25.00%	\$0.00
	CAPITAL					
56310-56710	Property & Capital	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
	OVERHEAD CHARGES (9% of Personnel)	\$1,192,750.83	\$1,240,975.71	(\$48,224.88)	27.75%	(\$13,382.40)
	<u>TOTAL EXPENDITURES</u>	\$15,587,425.42	\$16,022,962.26	(\$435,536.84)		(\$127,637.20)



Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: David Aranda, Interim General Manager
Mary A. Morris-Mayorga, Consultant

SUBJECT: Authorize staff to develop a eucalyptus risk awareness and mitigation program

RECOMMENDATION:

Staff recommend that the Board authorize staff to develop a eucalyptus risk awareness and mitigation program.

Budget and program details will come back to the Board for approval in advance of incorporating it into the FY 2027-28 Budget.

BACKGROUND:

As detailed in the attached report, eucalyptus is a wildfire hazard that exists in Kensington which would benefit from development of a public education and mitigation program. The cost to develop the program would be included in staff and consultant time; however, there may be costs associated with program specifics such as eucalyptus removal.

This is in the conceptual stages so staff would proceed with program development if there is Board consensus on the recognition and mitigation of the hazard.

FISCAL IMPACT:

The fiscal impact is not yet known but will be manageable within the FY 2027-28 Budget with staff seeking federal, state, or local grant funding if available.

EXHIBIT(S):

Staff report prepared by Johnny Valenzuela, Emergency Preparedness Coordinator



Kensington Community Services District

Date: August 13, 2026

To: Board of Directors

From: Johnny Valenzuela

Subject: Authorization to explore a eucalyptus risk awareness and mitigation program

Purpose:

The purpose of this action is to formally acknowledge that eucalyptus trees and associated debris can contribute to wildfire intensity and ember production in Kensington. A formal Board acknowledgment of this risk will provide clear policy direction for staff and partners to expand resident education on practical, property-level actions, presented as a graduated set of options including litter cleanup, limbing, thinning, and, where appropriate, full abatement. At this time, no budget appropriation is requested; the recommended action is to authorize staff to explore and develop program concepts that support eucalyptus risk awareness and management.

Background:

Eucalyptus vegetation and related debris are recognized contributors to elevated wildfire hazard in wildland-urban interface communities similar to Kensington. Kensington's topography and existing designation as a Very High Fire Hazard Severity Zone make it particularly important to provide residents with clear guidance on managing these fuels at the parcel level. Program exploration is intended to build on and coordinate with existing wildfire mitigation partners, including Firesafe Kensington and Kensington Firewise Communities, to leverage their networks and expertise and to position KCSD and its partners for future grant opportunities.

Recommendation:

Move to acknowledge the wildfire risk posed by eucalyptus trees and associated debris in Kensington and to approve the exploration and development of programs that raise resident awareness of risk-reduction measures—such as litter cleanup, limbing, thinning, and abatement—in coordination with wildfire mitigation partners and without budget appropriation at this time.



Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: David Aranda, Interim General Manager (IGM)

SUBJECT: Approve the procedures for Kensington Community Services District to Follow Regarding Hiring and Retaining Retired Annuitants in the CalPERS Retirement System

RECOMMENDATION:

Approve the attached Policy and Procedure document in hiring retired annuitants from the CalPERS retirement system.

BACKGROUND:

Upon the recommendation of legal counsel, the Board of Directors should implement the attached procedures for staff to follow when hiring employees for the Kensington Community Services District who were affiliated in anyway with the CalPERS retirement system.

With Board approval, it would be the responsibility of the district's hiring party (Supervisor and Human Resources) to use the attached information to confirm that the hiring process follows the CalPERS retirement system's rules.

The IGM suggests that all applications related to hiring employees for the District have a paragraph that confirms the applicant was or was not affiliated with the CalPERS retirement system. A prospective applicant, by checking the box acknowledging they were affiliated with the CalPERS system would then trigger the process of going through the attached document.

The IGM suggests that it might be a rule for the General Manager to contact legal counsel to make sure the district has properly handled the situation in hiring a retired annuitant.

EXHIBIT(S):

- Processes And Procedures: CalPERS Retired Annuitant Hiring And Reporting For Kensington Community Services District

**PROCESSES AND PROCEDURES:
CALPERS RETIRED ANNUITANT
HIRING AND REPORTING
FOR
KENSINGTON COMMUNITY SERVICES
DISTRICT**

Kensington Police Services District

Retired Annuitant Procedures

SUBJECT

Pre-hire and reporting procedure for retired annuitant appointments.

PURPOSE

The purpose of this document is to outline the pre-hire and post-hire processes for the Kensington Community Services District (“District”) when appointing a retiree of the California Public Employees’ Retirement System (“CalPERS”) with the intention that they retain their retired status, in order to maintain compliance with the working after retirement rules contained in the Public Employees’ Retirement Law and the Public Employees’ Pension Reform Act.

DEFINITIONS

1. **Appointment Types:** The type of retired annuitant appointment, based on intent behind the appointment, whether the appointment is to: (a) provide extra-help under Government (“Gov.”) Code §21224 and §7522.56, (b) fill a vacant position subject to Gov. Code §21221(h), or (c) fill a position during an employees’ leave of absence under Gov. Code §21221(g).
 - a. **Extra Help:** An appointment during an emergency to prevent stoppage of public business or because the retiree has specialized skills needed to perform limited duration work.
 - b. **Leave of Absence:** An appointment approved by the District’s Board through a resolution that specifies that the appointment requires specialized skills, that the position is available due to a permanent employee’s leave of absence, and that the appointment shall not exceed 12 months, where the appointment immediately ends upon the permanent employee’s return, if prior to the end of the 12 months.
 - c. **Vacancy:** An appointment to a position in order to prevent stoppage of public business or because the position requires specialized skills, when that position is vacant and only while active recruitment for a permanent appointment is ongoing.
2. **Hour Threshold:** The 960-hour per fiscal year threshold for retired annuitants, measured from July 1 to June 30 of each year. The 960 hour limitation aggregates all hours worked in retired annuitant appointments for all CalPERS employers during the fiscal year. The maximum hour threshold always applies, unless there is a documented connection to an active executive order from the California Governor, which only applies to related duties, hours, and dates.
3. **Limited Duration:** A period of up to 24 consecutive months, which may only be extended by 12 months twice if specified conditions are met, for a total of 48 consecutive months, applicable to Extra Help Appointments.

Kensington Community Services District

Retired Annuitant Procedures

4. **Most Comparable Position:** The minimum and maximum compensation rate for a retired annuitant must be based on the minimum and maximum salary range for the most comparable position, as defined on a compliant publicly available pay schedule. The most comparable position is the position with duties that most closely align with the duties performed by the retired annuitant in practice. A determination of the most comparable position must be made for every retired annuitant appointment, before they begin work.
5. **my|CalPERS System:** CalPERS' online system and database used for reporting all employee data, including appointment details, compensation, and contributions.
6. **Publicly Available Pay Schedule:** The District's salary schedule or similar document, which is approved by the District's Board in open session and meets all requirements of Title 2 of the California Code of Regulations §570.5.
7. **Retired Annuitant ("RA"):** An individual who is currently a retiree from CalPERS and will be hired into, or is already engaged, in post-retirement employment with a CalPERS employer.

Kensington Community Services District

Retired Annuitant Procedures

PROCEDURES AT A GLANCE

1. Prior to Hiring:

1. Identify retirement status and relevant information.
2. Determine if the bona fide separation of service requirement applies.
3. Confirm if the 180-day post-retirement wait period applies.
4. Confirm if the individual has received unemployment insurance compensation arising out of prior employment subject to Gov. Code §7522.56 within the 12 months prior to the RA appointment start date.
 1. If not, have the RA complete and sign the unemployment insurance certification form, and retain in District records.
5. Identify RA appointment type: Extra-Help, Leave of Absence or Vacancy.
6. Ensure appointment details and any employment documentation complies with post-retirement employment requirements:
 1. Appointment type and intent
 2. Timeframe of appointment, based on appointment type
 3. 960-hour per fiscal year limitation
 4. Identify permanent position that is most comparable to the duties to be performed by the RA
 5. Limit RA appointment compensation to only base salary within approved salary range of most comparable position
 6. Ensure no other compensation or benefits are provided for the RA appointment beyond the base salary rate
7. Confirm whether a current and active Executive Order from the California Governor applies.

2. After Hiring and During Appointment:

1. Create new my|CalPERS non-contributory appointment for the RA, with a start date as of the retiree's first day on payroll, within 30 days of the effective date of hire.
2. Monitor hours assigned and worked by RA to remain under 960-hour threshold.

Kensington Community Services District

Retired Annuitant Procedures

3. Monitor hourly rate to ensure RA remains within approved salary range of the most comparable position.
 4. Monitor Recruitment for Vacancy Appointments
 5. Monitor leave time for Leave of Absence Appointments
 6. Monitor Limited Term Duration of Extra-Help Appointments
 7. Confirm whether an applicable Executive Order from the Governor is still in effect
 8. Submit compensation and payroll report for the RA appointment in my|CalPERS within 30 days following the last day of the pay period in which the RA worked.
3. Post-Appointment:
1. Separate RA from District employment.
 2. Ensure appointment end-date is appropriately entered in the my|CalPERS system as the day after the last day on payroll.

Kensington Community Services District

Retired Annuitant Procedures

PROCEDURES

1. Pre-Hire Procedures

1.1	Identify retirement status and relevant information
During the hiring process, either within an application or during onboarding, confirm if the individual is a CalPERS retiree. If so, confirm the individual's retirement date.	
1.2	Confirm if the bona fide separation of service requirement applies.
If the RA appointment is intended to begin within 60 days after the individual's retirement, confirm whether there was a bona fide separation of service. A bona fide separation in service requirements apply when a member has not attained normal retirement age. To determine if the member has attained normal retirement age, confirm the following with the retired person: i. The member's age at the anticipated start of the RA appointment, and ii. All CalPERS pension formulas used to calculate their pension benefit. If a member's age at the anticipated start of the RA appointment is lower than the highest age used among all applicable retirement formulas, then the member will not have attained normal retirement age and the <i>bona fide separation of service requirements apply</i>. A bona fide separation of service requires that the member have no pre-determined agreement to return to work after retirement, and that they do not begin any RA appointment until 61 days or more after their retirement date. <u>Pre-determined Agreement:</u> If a member has not attained their normal retirement age, there cannot be an agreement between the member and the District made prior to retirement establishing that the member would return to work for the District after retirement as an RA. This can include any documentation or discussion of the member working in an RA appointment after retirement, and not necessarily a formal agreement. This also includes any agreement related to post-retirement disability employment under Gov. Code §21232. <u>60-day Wait Period:</u> The begin date for a RA who has not attained their normal retirement age cannot be within 60 days after their retirement date. Move onto next step only if: The member has attained their normal retirement age, OR	

Kensington Community Services District

Retired Annuitant Procedures

If they have not attained their normal retirement age, there is no pre-determined agreement to return to work for the District after retirement AND the begin date for the RA appointment is 61 calendar days or more after the prospective RA's retirement date.

1.3	Confirm if the 180-day post-retirement wait period applies.
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If the RA appointment is intended to begin within 180 days after the individual's retirement, confirm whether the RA appointment is of a retiree that is a public safety officer or firefighter hired to perform a function regularly performed by a public safety officer or firefighter. If so, the 180 day waiting period does not apply ("Safety Exception"). This exception is not available if the retiree accepted a retirement incentive.

If not, the 180 day waiting period may be waived pursuant to an Exception Resolution so long as the retiree did not receive any retirement incentive.

Exception Resolution: If the appointment is to a nonsafety position and is intended to begin within less than 181 days after the individual's retirement date, the District Board must approve a resolution certifying that there is a *critical need* to fill the appointment before the 180-day waiting period has passed. The resolution must be approved in open session and not on consent calendar.

Retirement Incentive: If the individual received a retirement incentive *from their last employer where they retired*, the RA appointment cannot begin until the 181st day after their retirement date. This includes when the individual retired from an employer that was not the District and received a retirement incentive from that employer. A retirement incentive includes, but is not limited to, any golden handshake, additional compensation or any agreement terms that provide a benefit to the individual conditioned upon retirement.

Move onto next step only if:

RA appointment is intended to begin after 181 calendar days or more have passed after the prospective RA's retirement date

OR

If the RA appointment is intended to begin within 180 days after the prospective RA's retirement date that: (i) the appointment meets the Safety Exception AND the prospective RA did not receive any retirement incentive, or (ii) the appointment is to a nonsafety position, the District Board approved a complaint Exception Resolution, AND the prospective RA did not receive any retirement incentive.

Kensington Community Services District

Retired Annuitant Procedures

1.4	Confirm if the individual has received unemployment insurance compensation.
After determining the expected RA appointment start date, confirm whether RA received unemployment insurance compensation arising from any prior employment subject to Gov. Code §7522.56 within the 12 months prior to the start date. If prospective RA did not receive unemployment insurance compensation, have them complete and sign an unemployment certification form. If they did, they cannot be appointed to an RA appointment until the 12 months have passed. Move onto next step only if: RA did not receive unemployment insurance compensation as described above AND has completed and signed an unemployment insurance certification form.	
1.5	Identify RA appointment type: Extra-Help, Leave of Absence or Vacancy
The appointment type will be based on the District's need, intent behind the appointment, and, if used to fill a specific position, the employment status of that position. Confirm intent and relevant information with District management. <u>Extra-Help:</u> When the intent is for the RA to perform duties during an emergency to prevent stoppage of public business or because the retiree has specialized skills needed to perform limited duration work of less than 24 consecutive months, or with documented extensions, less than 48 consecutive months. Appointment must also NOT fall under the Leave of Absence or Vacancy Appointment types. <u>Leave of Absence:</u> When the intent is for the RA to perform duties requiring specialized skills in a specified position while a permanent employee is on a leave of absence, the appointment will likely need to be identified as a Leave of Absence appointment. These appointments cannot exceed more than 12 months and require the District's Board to approve a resolution stating that the appointment requires specialized skills and is needed due to a permanent employee's leave of absence, where the appointment will not exceed 12 months. As noted in below, also consider whether anticipated employment changes will require a future appointment type transition <u>and</u> whether another Exception Resolution is needed to waive the 180 day waiting period: If the permanent employee returns from their leave of absence and the RA is still needed, the District will need to transition the RA appointment to an Extra-Help appointment type, and meet all relevant requirements. The end-date of the Leave of Absence appointment must be before the employee returns from their leave of absence. If the permanent employee separates from their position, leaving the position vacant and the RA is still needed, the District will need to transition the RA appointment to a Vacancy Appointment type, and meet all relevant requirements. The end-date of the	

Kensington Community Services District

Retired Annuitant Procedures

Leave of Absence Appointment must be before the permanent employee's separation date and ongoing active recruitment **must begin before** the start date of the subsequent Vacancy Appointment. The RA cannot continue in the Vacancy appointment until the District Board has taken action to appoint the RA to the vacant position. This means that there might be a lapse of time between when the Leave of Absence appointment must end and the Vacancy appointment can begin.

If the RA is still within the 180 day period after their date of retirement, another Exception Resolution to waive the 180 day waiting period will be required before the RA can transition to the new appointment type.

Vacancy: When the intent is for the RA to perform duties during an emergency to prevent stoppage of public business or because the retiree has specialized skills, where those duties relate to a specified position that is currently vacant. An RA can only be appointed to a specific vacancy once. As such, the end of the appointment should be identified as the day prior to when the permanent appointee to the vacant position begins employment rather than a specific date, and ongoing active recruitment must be in effect during the entire appointment. Recruitment **must begin before** the start date of the Vacancy Appointment.

As noted in the procedures below, also consider whether anticipated employment changes will require a future appointment type transition and whether another Exception Resolution is needed to waive the 180 day waiting period:

If a permanent appointee to the vacant position begins employment, but the RA is still needed to ensure a smooth transition, the District will need to transition the RA appointment to an Extra-Help appointment type, and meet all relevant requirements. The end-date of the Vacancy appointment **must be before** the start date of the permanent hire.

If the RA is still within the 180 day period after their date of retirement, another Exception Resolution to waive the 180 day waiting period will be required before the RA can transition to the Extra Help appointment.

Move onto next step only if:

Each appointment type is considered, and the appropriate appointment type has been chosen.

1.6	Ensure appointment details and any employment documentation complies with post-retirement employment requirements.
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1. Appointment type and intent

Employment agreement and any documentation must identify the appointment type and justification related to the need for an RA, which supports the appointment type.

If the appointment is based on specialized skills or an appointment to a specified position, the employment documentation should outline those skills and the experience possessed by the RA

Kensington Community Services District

Retired Annuitant Procedures

that aligns with those skills or the duties of the specified position that the RA will be temporarily filling.

For each appointment type, employment documentation should explicitly state:

Extra-Help: Justification for needing an RA to perform the specific duties, and the RA's experience, education, or other factors which identify the RA has the skills necessary to address the emergency or specialized skills needed for the appointment.

Leave of Absence: Justification for needing an RA to perform the specific duties while an employee is on a leave of absence, and the RA's experience, education, or other factors which identify the RA can perform the duties of the related position.

Vacancy: Justification for needing an RA to perform the specific duties while recruiting for a permanent appointment, and the RA's experience, education, or other factors which identify the RA can perform the duties of the related position.

2. Timeframe of appointment, based on appointment type

Employment documentation must outline the timeframe based on appointment type.

Extra-Help appointments should specify a timeframe of an initial 12 months, but no more than 24 months, with up to two 12-month extensions, such that the appointment never exceeds 48 consecutive months.

Leave of Absence appointments should specify that the RA appointment will last no more than 12 months, identify the date of the 12-month threshold, and state that the RA appointment shall end on the day before the permanent employee on a leave of absence returns to work or terminates employment.

Vacancy appointments should not specify a specific end-date, but identify that the RA appointment shall end the day before the start date of any permanent hire into the vacant position.

3. 960-hour per fiscal year limitation

Employment documentation must state that the RA appointment shall not exceed 960 hours within any fiscal year, from July 1 to June 30, among all CalPERS employers and that monitoring hours are the responsibility of the RA.

Include notification to RA in employment documentation that the 960-hour threshold applies to all RA work across all CalPERS employers, and that the District cannot monitor hours worked at other CalPERS employers.

Kensington Community Services District

Retired Annuitant Procedures

4. Identify permanent position that is most comparable to the duties to be performed by the retiree

Employment documentation must identify the most comparable position. To determine the most comparable position, identify the position with defined duties that most closely align with those to be performed by the RA.

5. Limit RA appointment compensation to only hourly rate within approved salary range of most comparable position

Employment documentation must identify the hourly rate of compensation to be paid to the RA, which must fall within the defined minimum and maximum salary of the position with duties that are most comparable to those being performed by the RA.

The defined minimum and maximum salary for the most comparable position is that which is listed on an approved and compliant publicly available pay schedule.

If the payrate is listed as a monthly amount, divided by 173.333 to obtain the hourly rate.

6. Ensure no other compensation or benefits are provided for the RA appointment beyond the compliant hourly rate, and

No additional compensation or benefits beyond the compliant hourly rate should be provided to the RA. Employment documentation should explicitly state that no additional compensation or benefits are being provided to the RA, unless required by state or federal law.

Impermissible additional compensation or benefits include, but are not limited to special compensation, paid leave, travel reimbursements, incentive pay, health benefits. Overtime pay is permitted only if required by state or federal law.

Move onto next step only if:

All relevant and required information is documented within relevant employment documentation such as an employment agreement.

1.7

Confirm whether a current and active executive order from the California Governor applies

If the RA appointment is being made due to an ongoing emergency where an Executive Order from the California Governor has paused specific RA appointment requirements or otherwise exempted certain RA appointments from specific requirements, those considerations should be identified within the employment documentation.

Kensington Community Services District

Retired Annuitant Procedures

When the RA appointment is intended to assist in addressing an ongoing emergency which impacts the District, the emergency should be identified in employment documentation and an explicit connection between the RAs duties and the emergency should be outlined.

Further, the employment documentation should identify whether any RA appointment exemptions made through an Executive Order apply, and if so, that the RA appointment shall revert to regular RA requirements when the Executive Order is no longer in effect. For example, Executive Orders related to the COVID-19 pandemic lifted the 960-hour per fiscal year threshold requirement. If an RA was hired in an Extra-Help appointment during that time to assist with preventing the stoppage of public business due to the pandemic, employment documentation should have identified that the 960-hour limitation did not apply while the Executive Order was in effect, but that the limitation would immediately apply upon the Executive Order no longer being in effect.

Move onto next step only if:

No Executive Order applies, or language for any applicable Executive Order has been incorporated into employment documentation.

1.8

Hiring

When all steps above have been completed and the RA appointment complies with all requirements, then proceed with hiring the RA.

Kensington Community Services District

Retired Annuitant Procedures

2. Procedures After Hiring and During Appointment

2.1	Create new my CalPERS non-contributory appointment for the RA, with a start date as of the retiree's first day on payroll
Begin once appointment offer has been accepted by RA, employee and District have agreed on a start date, and personnel action forms have been completed. Within 30 days of an RA's first day on payroll, the District will need to add a non-contributory appointment in the my CalPERS system for the RA. The start date for the appointment must be the RA's first day on payroll, and must be entered before any payroll can be reported in the my CalPERS system.	
2.2	Monitor hours assigned and worked by RA to remain under 960-hour threshold.
Ensure RA hours are reported and paid as follows: 1. RA shall enter work hours into the inTime software each pay period, based on assigned duties and hours, or relevant scope of work for the RA appointment. 2. Direct Supervisor of RA approves timesheets after the 15th of each month and end of each month. Worked hours are then sent to Finance for processing. 3. Approved timesheets are then imported or manually entered into PayloCity for scheduled payroll processing. 4. Prior to payroll process, Pre-Process Payroll Register is submitted to General Manager for review, then approved for payment. 5. Once approved, Finance schedules/submits the payroll for processing 6. RA was appropriately paid for hours worked. Then, ensure hours for all RA appointments are monitored each pay period to ensure no RA exceeds the 960-hour per fiscal year threshold, from July 1 to June 30. 7. Once an RA reaches 900 hours within a fiscal year, notify the RA and their direct supervisor, and/or the General Manager to inform them that they cannot exceed 960 hours, unless an Executive Order exception applies.	
2.3	Monitor hourly rate to ensure RA remains within approved salary range of the most comparable position.
Ensure the hourly rate paid to the RA for the first pay period worked aligns with the equivalent rate of the most comparable position identified before they were hired, as listed on the District's publicly available pay schedule.	

Kensington Community Services District

Retired Annuitant Procedures

Anytime a salary range modification is approved for any position, such as a cost of living adjustment, general salary increase, or compensation study adjustment, that modification should be reflected on the District's publicly available pay schedule. When this occurs, verify whether that increase impacts any current RA appointments.

Anytime an RA is provided an increase to their hourly rate, ensure that the rate remains within the salary range of the most comparable position, as defined on the District's publicly available pay schedule.

2.4

Monitor Recruitment for Vacancy Appointments

Monitor ongoing recruitment regularly and ensure recruitment is ongoing and active throughout entire RA appointment.

Add relevant recruitment documentation to the RA appointment file, or further document actions taken towards recruitment within the month, then file that documentation within the RA appointment file.

Documentation examples:

- Posting the recruitment and opening to a website, or to a new website.
- Reviewing applications, performing interviews, internal discussions or meetings concerning applicants, and all general actions associated with recruitment.
- For internal recruitment, document which employees are being considered and how the District has made contact concerning the vacant position.
- If the District has reached out to individual candidates for a hard-to-recruit position, document any related research performed and the outreach to possible candidates.

Once a permanent employee begins employment in the vacant position, the RA appointment must cease.

If a permanent employee is hired and RA duties are still needed temporarily, RA must transition to an Extra-Help appointment. If the RA is still within the 180 day period after their date of retirement, another Exception Resolution to waive the 180 day waiting period will be required before the RA can transition to the Extra-Help appointment.

2.5

Monitor leave time for Leave of Absence Appointments

At the beginning of the appointment, notify the direct supervisor of the permanent employee on a leave of absence and responsible parties in human resources to coordinate any return date of the permanent employee from the leave of absence.

Kensington Community Services District

Retired Annuitant Procedures

Monitor permanent employee's leave of absence, and end Leave of Absence appointment before the permanent employee returns to work or terminates employment.

Monitor RA appointment monthly to ensure RA appointment lasts no longer than 12 months. Once the RA appointment reaches 11 months, notify the direct supervisor of the RA, and if different, the direct supervisor of the permanent employee on a leave of absence, and the General Manager.

If the permanent employee returns and RA is still needed, transition to an Extra-Help appointment. The Leave of Absence appointment must end before the permanent employee returns.

If permanent employee separates, position becomes vacant, and RA is still needed, transition to Vacancy appointment or Extra-Help appointment, depending on the position. The Leave of Absence appointment must end before the permanent employee's last day on payroll.

If the RA is still within the 180 day period after their date of retirement, another Exception Resolution to waive the 180 day waiting period will be required before the RA can transition to the new appointment type.

2.6

Monitor Limited Term Duration of Extra-Help Appointments

Monitor the duration of the Extra-Help Appointment monthly. An RA appointment should not exceed 24 months without documenting the need for an extension, and should not exceed more than 48 months in any circumstances.

Whenever possible, RA appointments should specify 12-month terms, up to the maximum 48 months.

When the initial term for an RA appointment is less than 24 months and shall end in two months, notify the direct supervisor of the RA and General Manager that the term will end in 2 months. If the RA appointment is still needed, extend appointment term up to the date that is no more than 24 months from the start date of the RA appointment.

Extensions

If the initial term for the RA appointment was identified as 12-months, follow normal human resources procedures to extend the appointment for an additional period not to exceed an additional 12-months.

If an RA is needed beyond 24 months, justification for up to two 12-month extensions should be documented, i.e., an extension for months 25-36 and a separate extension, for months 37-48. The extension and justification should only be made if the following findings are made before the extensions and identified in a memo that's placed in the RA's personnel file:

- An explanation of why the appointment must be extended,

Kensington Community Services District

Retired Annuitant Procedures

• An explanation why active employees cannot be used for the functions performed by the retiree, and • A description of a plan to transfer duties and/or knowledge to active employees or other retirees.	
2.7	Confirm whether an applicable Executive Order from the Governor is still in effect Monitor any applicable Executive Order from the California Governor that impacts RA appointments <i>monthly</i>. If an Executive Order impacts any active RA appointments, check: (i) CalPERS’ circular letter publications, and (ii) the Governor’s Executive Order publications. If an Executive Order applies to an RA appointment and an applicable RA exemption has been rescinded, notify the direct supervisor of the RA and the General Manager, in order to modify RA appointment according to any applicable RA requirements.
2.8	Submit compensation and payroll report for the RA appointment in my CalPERS . Monitor all RA payroll each pay period. Confirm Finance has approved RA payroll and confirm that the RA payroll identifies the correct number of hours and correct hourly rate. Confirm that the RA received no additional compensation or benefits on their payroll unless required by state or federal law. Ensure relevant payroll is reported in the my CalPERS system as “Earned Period No Contribution No Service” within 30 days of the last day of each pay period.

Kensington Community Services District

Retired Annuitant Procedures

3. Post-Appointment Procedures

3.1	Separate RA from District employment
Confirm formal separation notice has been provided to RA with a separation date, and any personnel actions forms have been completed for the separation.	
3.2	Ensure appointment end-date is appropriately entered in the my CalPERS system as the day after the last day on payroll.
Enter the RA appointment end date in the my CalPERS system as the day after the RA's last day on payroll.	

Kensington Community Services District

Retired Annuitant Procedures

AUTHORITY

180-Day Wait Period (all appointments): Gov. Code §§7522.56(f) & (g)

Bona Fide Separation of Service: Gov. Code §21220.5 & Title 2 of California Code of Regulations §586.2

Extra-Help Appointments: Gov. Code §§21224 & 7522.56

General Guidelines and Exception Resolution Template: [CalPERS Public Agency and Schools Reference Guide](#)¹

Leave of Absence Appointments: Gov. Code §21221(g)

Post-Retirement Disability Employment: Gov. Code §21232

RA Violation Consequences: Gov. Code §21220

Vacancy Appointments: Gov. Code §21221(h)

Unemployment Insurance Payment Qualifier (all appointments): Gov. Code §§21224(b) & 7522.56(e)

¹ See webpage at <https://www.calpers.ca.gov/documents/pas-ref-guide/download> (last accessed July 30, 2025).



Date: August 13, 2026

To: Board of Directors

From: David Aranda, Interim General Manager

Subject: Approve a Proposal to Spend Up to \$11,000 to Upgrade the IT System so that Administrative Staff Can Properly Operate in the Public Safety Building

Recommendation

Approve a proposal to spend up to \$11,000 on equipping the Public Safety Building with network infrastructure for the administrative offices.

Background

The Public Safety Building has experienced some IT issues. About one month ago, a meeting was held with the representatives from El Cerrito along with Raymond Mar, who is the police consultant for IT operations.

This agenda item supports the possibility of administrative staff eventually working from the Public Safety Building. Raymond Mar's attached proposal explains how the work would be completed and provides a brief overview of why it is needed.

Mary and I will continue to work with the City and the Fire Department regarding the complaints about internet service.

Exhibit(s)

- Kensington Police Department Fire Station Admin Offices – Project Scope & Cost Estimates

Kensington Police Department

Fire Station Admin Offices — Project Scope & Cost Estimates

Prepared: July 2026

Overview

This document outlines the scope of work and estimated costs for the network buildout of the new Kensington Police Department administrative offices at the Fire Station. The project includes installation of new network equipment in the existing equipment rack, wireless coverage via three Wi-Fi 7 access points, mapping and patching of the existing network drops, coordination of a new business-class internet circuit, and reconfiguration of client devices for the new network.

All labor is billed at \$175/hr. Hardware is estimated at list price plus sales tax. A detailed hardware bill of materials and per-task labor estimates are provided below. Recurring internet service fees are billed directly by the carrier and are not included.

Cost Summary

Category	Est. Hours	Est. Cost
Hardware & Materials (incl. 8.75% sales tax)	—	\$3,026.51
Labor (all tasks, \$175/hr)	44 hours	\$7,700.00
Project Total	44 hours	\$10,726.51

Hardware Bill of Materials

Item	List Price	Qty	Extended
UniFi U7 Pro XG Access Point (Wi-Fi 7)	\$199.00	3	\$649.24
UniFi Switch Pro Max 48 PoE	\$1,299.00	1	\$1,412.66
UniFi UPS 2U (rack mount)	\$279.00	1	\$303.41
UniFi UXG-Lite Gateway	\$89.00	1	\$96.79
Cat6 Patch Cables	\$4.00	60	\$261.00
Rack PDU	\$279.00	1	\$303.41
Hardware Subtotal (incl. tax)			\$3,026.51

Extended prices include 8.75% sales tax. List prices reflect current Ubiquiti store pricing (July 2026) and are subject to change at time of order.

Project Details

Task 1: Network Equipment Installation

Scope of Work

- Install UPS, PDU, gateway, and 48-port PoE switch in the existing equipment rack
- Mount three U7 Pro XG access points and connect to PoE switch ports
- Dress and label all rack patch cabling
- Power up all equipment, verify link status, and confirm all devices are online

Assumptions

- Existing rack has sufficient open rack units and power capacity for the new equipment
- Access point locations are reachable without specialty lift equipment
- Existing network drops will be used for access point cable runs

Estimate

Hours: 8 hours

Cost: \$1,400 at \$175/hr

Task 2: Drop Mapping & Patching

Scope of Work

- Tone and map 30–40 existing network drops to their wall locations
- Label both ends of each drop (patch panel and wall plate)
- Patch active locations to the new switch
- Produce a port map documenting drop-to-switch assignments

Assumptions

- All drops are already installed and terminated; no new cable runs are included
- Existing terminations are serviceable; re-termination is limited to isolated cases

Estimate

Hours: 16 hours

Cost: \$2,800 at \$175/hr

Notes

If a significant number of drops fail testing and require re-termination or new runs, a revised estimate will be provided before proceeding.

Task 3: Network Configuration

Scope of Work

- Adopt the gateway, switch, and access points into the existing UniFi controller
- Configure VLANs, SSIDs, and wireless security to match operational requirements
- Configure firewall and routing policy on the gateway
- Validate wireless coverage; tune channel and transmit power settings
- Document final network configuration

Assumptions

- The client's existing UniFi controller will manage the new site; no new controller deployment is included
- Standard office network design; no complex segmentation beyond typical VLANs

Estimate

Hours: 12 hours

Cost: \$2,100 at \$175/hr

Task 4: Internet Circuit Coordination

Scope of Work

- Coordinate business-class internet circuit order and installation with the carrier
- Meet the circuit installer on site as needed and confirm demarcation handoff
- Connect the circuit to the gateway; verify throughput and stability

Assumptions

- Monthly service fees and carrier installation charges are billed directly to the client and are not included
- Circuit delivery timeline is controlled by the carrier

Estimate

Hours: 3 hours

Cost: \$525 at \$175/hr

Task 5: Client Device Reconfiguration

Scope of Work

- Reconfigure workstations, printers, and peripherals for the new network
- Verify connectivity, printing, and access to shared resources
- Resolve device-level issues arising from the cutover

Assumptions

- Typical small-office device count; devices are in working order prior to cutover

Estimate

Hours: 5 hours

Cost: \$875 at \$175/hr

General Terms

- Estimates are based on the project scope described above. Significant scope changes may require a revised estimate.
- Work will be scheduled at mutually agreed-upon times to minimize disruption to operations.
- Hardware list prices reflect current vendor pricing and are subject to change at time of order. Recurring internet service fees are the responsibility of the client.
- All work will be documented and handed off upon project completion.

Acceptance

By signing below, the Client acknowledges and accepts the project scope, assumptions, and cost estimates described in this document and authorizes the Consultant to proceed with the work outlined herein at the agreed-upon rate of \$175/hr.

Client

Authorized Signature

Printed Name and Title

Date

Consultant

Authorized Signature

Printed Name and Title

Date



Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: David Aranda, Interim General Manager (IGM)

SUBJECT: Appointment of an individual to fill the director's seat made vacant by David Spath's resignation

RECOMMENDATION:

The Board should go through the interview process to the point of voting to appoint an individual to fill David Spath's vacant director's seat. A short break may be taken following that appointment so that the Clerk of the Board may swear in that individual to be seated immediately.

BACKGROUND:

The Board approved appointing a Kensington resident to replace David Spath. The appointment would be for service as a director until December 2026, when the election process will determine who is seated in David Spath's vacant director's seat.

The deadline for a Kensington resident to apply to be appointed by the Board of Directors is August 7th. To date (July 31, 2026) the IGM has one application.

Process: Based on the responses the District receives and the Board reviewing the applications of the individuals who applied, it would be typical for the President to work with the Board in interviewing the candidates and then a motion by a board member to select a candidate with a second and a vote to approve the candidate to be appointed.

EXHIBIT(S):

- Adam Bastein KCSD Application Form
- Adam Bastein KCSD Application Questionnaire
- Adam Bastein Resume 26_07_KCSD



Date and Time Received:

July 28, 2026

NOTE: THIS COMPLETED AND SIGNED APPLICATION MUST BE FILED WITH David Aranda, KCSD Interim General Manager (DAranda@KCSD.org) by Friday, August 7, 2026

----APPLICATION FOR APPOINTMENT TO THE KCSD BOARD OF DIRECTORS----

This application is to fill a vacancy on the KCSD Board of Directors. The KCSD Board of Directors will review all submitted applications provided the applicants satisfy the stated qualifications. The Board may hold a public interview process for each candidate. This application is a public document, although your personal information will be redacted. Your application will be compiled with other applications and considered by the KCSD Board of Directors as a part of a noticed public meeting. Only Kensington residents who are registered voters in Kensington will be eligible for appointment.

Name: Adam Bastein

Residence Address: 182 Kenyon Ave., Kensington, CA 94708

Mailing Address (if different): _____

E-mail: Adam.Bastein@gmail.com

Phone Number: 510-520-8775

Are you currently a registered voter and a resident of Kensington, or will you be at the time of an appointment? Yes (yes or no)

Please include **your resume** and answer the following questions on a separate sheet(s) of paper.

1. Why do you want to be appointed to the KCSD Board of Directors?
2. What are your top three priorities for Kensington?
3. What relevant skills, experience and expertise do you bring to serving as a KCSD Board Director?
4. Provide your approach in handling a situation or matter that has very divisive points of view or conflicts with your personal philosophy.
5. If you could change one thing about how Kensington operates, what would it be and why?

You may also provide any additional information or comments you feel would assist the KCSD Board of Directors in considering your application.

Please note: At the time you would be appointed to the KCSD Board of Directors, you must be:

- At least 18 years of age and a resident and registered voter in Kensington.
- You must maintain Kensington residency and registered voter status throughout your term of office.
- Also, at the time of appointment (and annually as well as at the completion of your service), you will be required to complete and file a public Form 700 with the California Fair Political Practices Commission. Form 700 filings allow the public to know of any potential conflicts of interest related to your public service. These conflicts can relate to employment, property ownership, loans and gifts, stock ownership, and more. You are also required to disclose certain financial interests of your spouse (if applicable).
- During your term on the Board of Directors, you will be required to identify any potential conflicts (often with the assistance of the District Counsel) and to recuse yourself from voting on or otherwise influencing any action that might cause a financial or other conflict.

Please sign and return this form with the questions answered via an email to David Aranda, Interim General Manager at DAranda@KCSD.org. You may also drop off the form, answers and resume at the Kensington Community Services District, 10940 San Pablo Ave., Bldg. B., El Cerrito, CA 94530. On the envelope, please write "Attention David Aranda, Interim General Manager." Please do not mail the form, as it may not arrive at District offices by the deadline. If you have any questions about this application, please call Mr. Aranda at (661) 300-1231.

I, Adam Bastein (print name) swear/affirm that the foregoing information is true and correct.



Applicant's Signature

7/28/26

Date

Application for Appointment to the KCSD Board of Directors: Adam Bastein

1. Why do you want to be appointed to the KCSD Board of Directors?

I am interested in being appointed to the KCSD Board of Directors because I care deeply about Kensington and would like to help preserve and strengthen the qualities that make it such a special place to live: its safety, close-knit and inclusive community, and tradition of community-centered local governance.

As the father of two young children whom my wife and I intend to raise in Kensington, I have a vested interest in ensuring that it remains a wonderful place for families to live, grow, and build community. I believe I can bring a fresh perspective to the KCSD Board, including an understanding of the needs and priorities of young families who are investing their futures here.

At the same time, I also have deep connections to the local area. I grew up just over the border in the Berkeley Hills and my parents still live nearby. This gives me an appreciation for the broader and multigenerational needs of the community, including longtime residents and seniors who have helped shape Kensington over many years.

If appointed, I would approach the role with an open mind, inquisitiveness, willingness to study the details, and commitment to serving the entire community. I hope to contribute the skills and judgment developed through my professional experience along with my perspectives as a resident, parent, and someone with multigenerational connections to the area, as the Board works to address the District's priorities and plan responsibly for the future.

2. What are your top three priorities for Kensington?

My top three priorities for Kensington are:

1. **Emergency Preparedness:** Having grown up in the Berkeley Hills, I was directly affected by both the 1991 Oakland Firestorm, when my elementary school burned down, and the 1989 Loma Prieta earthquake. Those experiences shaped my view that emergency preparedness must be a core priority for a community like Kensington. I would like to help ensure that Kensington is well-prepared for natural disasters and that we continue to mitigate risk wherever possible/feasible. That includes supporting Firewise communities, reducing fire fuel, keeping evacuation routes and key thoroughfares clear, and ensuring that the Kensington Public Paths remain safe, accessible, and usable in an emergency.
2. **Public Safety:** One of the reasons why our family chose to move to Kensington is that it is a safe community with a relatively low crime rate. I would like to help ensure that it remains that way. As someone with multiple family members in law enforcement, I can appreciate that effective public safety depends on trust, communication, and close ties between the community and police. Accordingly, one of my priorities would be to support

the efforts to identify and secure a permanent home for the KPD, ideally within Kensington's borders.

3. **Kensington Park:** I consider Kensington Park one of the crown jewels of our community. My daughters and I spend time there almost every day, so I see firsthand how important it is as a gathering place for residents of all ages. Although it is already a beautiful park, I would like to support efforts to improve it in a thoughtful and financially responsible way. I would also like to explore opportunities to strengthen the park's role as a community hub through additional amenities and/or local events, such as the food truck nights.

3. What relevant skills, experience and expertise do you bring to serving as a KCSD Board Director?

If appointed as a KCSD Board Director, I would bring a business background with expertise in strategy, operations, financial analysis, and decision-making.

Throughout my career, I have worked in roles that require me to evaluate complex issues, assess trade-offs, analyze data, and help organizations make thoughtful decisions with limited resources. My experience includes advising companies across many different industries as a management consultant and serving in leadership positions at organizations ranging in size from early-stage start-ups to a Fortune 500 company.

I currently serve as Chief Operating Officer of a small consumer technology company, where I help set company strategy, play a key role in annual planning and budgeting, and oversee business operations.

From these roles, I also have extensive experience navigating ambiguous situations and working with stakeholders who bring different viewpoints and concerns. I believe this would be valuable in the KCSD Board Director role, where Directors should listen with an open mind, ask informed questions, evaluate competing priorities, and ultimately make decisions in the best interests of the community.

If appointed, I would bring an analytical, collaborative, and detail-oriented approach to the KCSD Board, along with a commitment to being well-prepared and serving the entire Kensington community.

4. Provide your approach in handling a situation or matter that has very divisive points of view or conflicts with your personal philosophy.

As a member of the KCSD Board of Directors, I would expect to encounter a number of different matters on which residents hold divergent viewpoints.

When handling such a situation, my approach would be to begin by reviewing relevant materials, conducting research, holding discussions with stakeholders, and listening with an open mind. At this stage, I believe it is important to remain objective and respectful, to ask informed questions, and to avoid jumping to a conclusion too hastily. This process would help me develop an understanding of the facts, the different perspectives, and the potential trade-offs involved.

I would also try to separate underlying concerns from specific positions. Even when constituents disagree strongly about a proposed solution, they may share a common goal or concern. Identifying shared goals or concerns could help move the debate in a more constructive direction.

Ultimately, I would aim to support decisions that are fair, transparent, well-reasoned, and in the best interests of the community. Where consensus is possible, I would like to work toward it. If consensus is not possible, I would still want all residents to feel that the process was respectful, their views were heard, and that the Board's rationale behind its decision was transparent and explained clearly.

If I encounter a matter that conflicts with my personal philosophy, I would remind myself that serving on the KCSD Board is not about advancing my personal preferences, it is about making objective decisions that best serve Kensington as a whole. As with all other matters, I would review the available information, consider the perspectives of residents, staff, and fellow Board members, and evaluate the issue against the District's responsibilities and long-term interests.

5. If you could change one thing about how Kensington operates, what would it be and why?

While my perspective may evolve as I become more familiar with the details, if I could change one thing about how Kensington operates, I would like to see the District move beyond its recent period of transition toward greater long-term stability.

Kensington has made meaningful progress in recent years. It has strengthened its governance, completed the major renovation and retrofitting project of its firehouse, and moved through the significant process of consolidating local services under KCSD. These are important accomplishments that help provide a strong foundation for the future.

At the same time, there are still key areas where greater permanence would benefit the community, including hiring a long-term administrative leader for the District and securing a more permanent home for the Police Department. Resolving these issues will provide greater clarity, enable more informed long-term planning, and allow the KCSD Board, staff and community to focus more attention and effort on other initiatives that will benefit Kensington over time.

If appointed, I hope to help Kensington enter into this next phase through thoughtful decision-making, responsible planning, and clear communication with constituents. My goal would be to help the District build on the progress already made while continuing to strengthen the services, facilities, and community priorities that matter most to Kensington.

ADAM BASTEIN

Strategy and Operations Leader

510.520.8775 | adam.bastein@gmail.com | <https://www.linkedin.com/in/adambastein/> | Kensington, CA, 94708

SUMMARY

Strategy and operations leader with a strong track record of driving growth, improving efficiency, and delivering strong business performance across different consumer platforms. Led marketplace strategy and operations at Getaround, overseeing markets, scaling new segments and growing supply and demand across North America. Currently Chief Operating Officer at Elfster, leading operations and ensuring that organizational priorities are translated into effective execution.

SELECTED EXPERIENCE

ELFSTER

Berkeley, CA

Consumer marketplace platform for gift exchanges and wishlists, monetized through an affiliate driven business model that serves 45MM+ users globally

Chief Operating Officer

January 2026 – Present

Vice President, Strategy & Operations and Chief of Staff to CEO

September 2024 – December 2025

- Promoted to COO with expanded scope spanning Marketing, Business Intelligence, Merchandising, Customer Support and Human Resources
- Partner closely with CEO to define company strategy, establish annual operating priorities, and drive execution against key growth and operational initiatives across the business
- Led operational transformations across multiple functions, including redesigning Customer Support workflows and implementing AI-driven tools to improve scalability and achieve 25%+ efficiency gains
- Revamped Merchandising operating model, introducing new KPIs, tools, processes, and accountability frameworks to reverse year-over-year declines and deliver 30%+ growth in core engagement metrics
- Identified and resolved material monetization gaps through affiliate revenue audits and partner negotiations, securing significant recovered revenues and preventing future revenue leakage

GETAROUND

San Francisco, CA

Global peer-to-peer carsharing marketplace ("Airbnb of Cars") that provides instant bookings, a completely contactless experience, and 24/7 rentals available by the hour, day, or week.

Director of Go-to-Market and Marketplace Strategy

March 2022 – May 2024

- Grew Rideshare segment from ~3% to 20%+ of company revenues in 2 years by expanding marketplace participation (hosts and renters), introducing new Product features, and strengthening partnerships with Uber
- Launched and scaled a new traveler demand channel via partnership with Kayak (travel aggregator), reducing customer acquisition costs by 40% while expanding marketplace demand
- Partnered cross-functionally across Product, Marketing, Sales, Pricing, and Operations to improve marketplace liquidity, utilization, and overall performance
- Built and led a high-performing team of 5 Program Managers and Analysts to drive marketplace insights, execution, and performance improvements

Head of Strategic Initiatives

August 2020 – March 2022

- Led geographic expansion strategy and execution, tripling operational footprint within one year while reducing new market launch timelines from 6 months to 3 weeks
- Drove 20% year-over-year supply growth through new host acquisition strategies and lead generation strategies improving marketplace liquidity and operational efficiency
- Built Annual Operating Plans; oversaw the development of marketplace health metrics, KPIs, & dashboards; and helped lead Monthly Business Reviews presented to C-suite executives

Regional General Manager – West Coast**November 2019 – August 2020**

- Owned \$30MM P&L for Getaround's Owned & Operated West Coast fleet business, leading operations across 4 metro areas and 100+ team members
- Grew monthly revenues by 50% within 3 months by increasing vehicle up-time through operational improvements, organizational realignment, and establishing metrics & KPIs to guide the business
- Championed a team-first culture that prioritized collective success, resulting in a 30% increase in team productivity and increased morale through mentorship and professional development initiatives

General Manager – San Francisco Bay Area**May 2018 – November 2019**

- Scaled both sides of the peer-to-peer marketplace (hosts / vehicles, and renters) and grew team from 20 to 60 members in company's largest market while overseeing Local Marketing, Sales, and Operations functions
- Doubled the market's annual revenues through host-focused programs to grow vehicle supply, market expansion (San Jose), and local marketing initiatives
- Strengthened relationships with local governments and transportation agencies, enabling favorable operating conditions such as high-visibility, subsidized parking programs

YOURMECHANIC (Acquired by Wrench)**Mountain View, CA**

On-demand mobile automotive repair company with a nationwide footprint that operates on a two-sided marketplace.

Head of Strategy & Operations**August 2017 – April 2018**

- Managed all day-to-day operations consisting of 4 teams and 50+ headcount: Technician Supply (Recruitment & Retention), Automotive Parts Advisors & Service Estimates, Customer Service, and Warranty
- Reorganized & shifted the focus of the Technician Supply team, implemented new internal playbooks & data tools, and streamlined the on-boarding process resulting in a doubling of the monthly supply growth rate
- Developed metrics & KPIs and implemented OKRs for Operational teams; collaborated with Data Science team to design and deploy Tableau dashboards for performance monitoring

Director of Strategy & Operations**April 2016 – August 2017**

- Oversaw P&L for Automotive Parts Revenues and achieved 50%+ year-over-year gross margin improvement through implementing pricing strategies, supplier price negotiations, and operational enhancements
- Spearheaded collaborative partnerships with major Automotive Parts suppliers and developed joint processes for centralized ordering and in-store pick-up & returns for YourMechanic's nationwide technician network
- Collaborated with Engineering team to develop new app features and set up on-site operations for launch of a pilot program with Uber's vehicle leasing business; generated \$1MM in monthly revenues within 2 months

VIACOM, INC (Currently Paramount Corp.)**New York, NY & San Francisco, CA****Consultant, Strategic Initiatives****September 2014 – April 2016****Director, Business Advisory and Analytics****July 2011 – May 2014**

- Led strategic and operational projects for one of the world's largest media companies (MTV, Comedy Central, Paramount, etc.)

KEARNEY**New York, NY****Manager****January 2010 – June 2011****Associate****January 2008 – December 2010**

- Led engagement teams on Strategy & Operations projects on behalf of a global management consulting firm for clients in the retail, automotive, CPG, and financial services sectors

OTHER EXPERIENCE

TECHNOSERVE, Fellow (sabbatical), May 2014 – September 2014, Kampala, Uganda

EDUCATION

MBA (4.8 / 5.0 GPA) | MIT SLOAN SCHOOL OF MANAGEMENT

BA, Economics (3.9 / 4.0 GPA, Phi Beta Kappa) | UNIVERSITY OF CALIFORNIA, BERKELEY



Kensington Emergency Preparedness Report

August 2026

Emergency Preparedness Coordinator: Johnny Valenzuela

Kensington Emergency Preparedness Report

August 2026

Emergency Preparedness Coordinator: Johnny Valenzuela

Kensington's emergency preparedness initiatives continue to advance across multiple program areas as existing programs expand. This month's report highlights progress in Firewise renewal preparation, CERT organizational development, Hazardous Vegetation Removal Reimbursement (HVRR) program performance, the Kensington Ember Exclusion Program (KEEP), the emerging Red Flag Ready Awareness Program, and several initiatives aimed at strengthening community-wide readiness and risk reduction.

Firewise

Annual Renewal Preparation and Community Data Collection

Kensington Firewise communities will need to submit their applications for renewal recognition in mid-November. To support that effort, a Firewise lead meeting is planned for late September to walk neighborhood leaders through the renewal process and clarify expectations for documentation and submission.

A survey tool has also been developed for Firewise leads to distribute to their neighbors in order to gather feedback that will strengthen renewal applications. In addition to supporting Firewise recognition, this information will help demonstrate community investment and participation in wildfire risk reduction for future grant applications.

CERT

El Cerrito-Kensington CERT continues to build organizational capacity ahead of its next training cycle. A new CERT training class is scheduled to begin in October, and confirmation emails have already been sent to residents who registered for the course.

CERT leadership development is also progressing, with the steering committee taking shape and officers identified to complete the organization's state and federal filings. In parallel, a new CERT website has been developed and will be launched as a resource for residents to find upcoming training opportunities and stay informed about CERT-related news and activities.

Hazardous Vegetation Removal Reimbursement (HVRR)

Completed Projects and Reimbursement Processing

Program implementation continues to show strong progress. As of this report, 64 percent of approved projects from the last funding cycle have been completed, and reimbursement requests have been processed in less than two months.

Interest in Future Funding Cycle

Community interest in the program remains high. Residents are already asking when the next funding cycle will open, indicating continued demand for hazardous vegetation mitigation assistance and ongoing public interest in defensible space investment.

Kensington Ember Exclusion Program (KEEP)

The first set of field measurements has been submitted, and mesh fabrication is now underway for the initial batch of validated applicants. The program will also reopen appointments to continue site validation for the remaining two-thirds of applicants who have not yet completed that step.

Red Flag Ready Awareness Program

Development of the Red Flag Ready Awareness Program is continuing. Subcommittee members have now been provided access to the flag materials so they can support activation in the event that the National Weather Service issues a Red Flag Warning.

A formal deployment protocol is still under development. Firewise leads and CERT volunteers will be invited to participate in flag deployment, and training will be provided to ensure implementation is coordinated and consistent.

Program Development

Eucalyptus Risk Reduction

An agenda item was brought to the KCSD Board recommending development of a eucalyptus risk awareness and mitigation program. This concept remains in an early stage and is intended to begin discussion around whether there is Board consensus to recognize and address the hazards associated with eucalyptus as a distinct area of risk reduction work.

Hazardous Vegetation Removal Reimbursement Grant Program Updates

Potential changes to the HVRR program are being considered to improve its impact and service to the community. These discussions are intended to help ensure that future funding cycles are as effective and responsive as possible.

Earthquake Preparedness

Individual, household, and community-wide earthquake preparedness initiatives are currently in development. These efforts may also create opportunities to incorporate CERT coordination into future preparedness education and response planning.

Evacuation and Emergency Readiness Initiatives

Additional evacuation and emergency readiness initiatives are also in development. The Emergency Preparedness Committee continues to provide valuable insights that are helping to shape future drills, exercises, and other activities intended to improve resident readiness.



Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: David Aranda, Interim General Manager (IGM)

SUBJECT: General Manager's Report for the Month of July 2026

July was a busy month for the entire staff. The General Manager was involved in the following:

- Ongoing work with the Fiscal Year 2027 budget, comparisons with the Ridgeline financial estimates and a review of the Fiscal Year 2026 actual financial results as opposed to the 2026 budget. (To be discussed as a separate agenda items).
- I interacted with legal counsel on a few items.
- Follow up on the Red Flag No Parking Program. It appears that by the board meeting of August 13th, signs should be installed by the County and the Fire Department, and the Police Department will be in position to act on red flag days as proclaimed by the National Weather Service.
- Contacted various residents in the community about various issues regarding roads, vegetation, and broad questions.
- Followed up on the application process for the vacant board seat. (see agenda item). This also involved an enjoyable conversation with one applicant.
- Attended the EPC meeting via Zoom.
- Zoom meeting with the City Manager of El Cerrito.
- Worked with a vendor regarding the IT needs for the administration operations in the Public Safety Building. (see agenda).
- Worked with Fernando as he began working on the park fire hardening project around the park buildings.
- Conversations with Ian of Bob Murray and Associates as the General Manager recruitment process progressed.

- Follow up to keep the website fresh with current information. (The integration of the two websites into a work in progress).
- Interaction with KCC representatives on assorted items.
- Various discussions and follow-up on issues with the Public Safety Building, i.e., internet problems, elevator issues and ice makers not working.
- Meeting with Mary and Johnny as we are working on a new journal replacing the fire plug.
- Begin working on the KCSD newsletter that will be mailed in late August, asking for input from various staff and consultants and volunteers.
- Signed off and confirmed that the potential lawsuit regarding the Public Safety Building is closed and no further action is required.
- Coordinated a meeting with SDRMA, Police Chief and Administrative Assistant regarding safety training that will provide required training and discounts on the SDRMA premium costs.
- Inquired with SDRMA about the invoice for property and liability for Fiscal Year 2027 and was able to have the invoice reduced by \$27,541.
- Finalized the purchasing of the modular for police operations.
- Zoom meeting with the Path Keepers to discuss the existing paths, future work on those paths and preparing to look at additional paths to be added to the ownership of the KCSD.
- Worked with the consultant and Bay View required documents for solid waste operations.
- Performed an employee evaluation with the Chief of Police.
- Zoom meeting with Five Star Bank and staff as we consolidated and updated the various bank accounts the District has.

EXHIBIT(S):

- CCC Report - ADOPT Traffic Resolution No. 2026/4555 to prohibit stopping, standing, or parking at all times during "Red Flag" Events, Kensington area
- Signed Traffic Resolution NO. 2026/4555
- Cooperative Agreement By and between Contra Costa County and the Kensington Community Services District Regarding "red flag" Event Parking Enforcement
- Letter dated July 14, 2026 from SDRMA re "No Paid Workers' Compensation Claims in 2025-26



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Legislation Details (With Text)

File #: 26-2361 **Version:** 1 **Name:**
Type: Consent Item **Status:** Passed
File created: 5/26/2026 **In control:** BOARD OF SUPERVISORS
On agenda: 6/9/2026 **Final action:** 6/9/2026
Title: ADOPT Traffic Resolution No. 2026/4555 to prohibit stopping, standing, or parking at all times during "Red Flag" Events in Kensington, and APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Memorandum of Understanding with the Kensington Community Services District for parking enforcement in Kensington on "Red Flag" days, as recommended by the Public Works Director, Kensington area. (No fiscal impact)
Attachments: 1. Traffic Resolution, 2. CCC-KCSD Agreement re Red Flag Parking Enforcement - Draft1, 3. Exhibit A, 4. Signed Traffic Resolution C.141

Date	Ver.	Action By	Action	Result	Tally
6/9/2026	1	BOARD OF SUPERVISORS	approved	Pass	

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: ADOPT Traffic Resolution No. 2026/4555 to prohibit stopping, standing, or parking at all times during "Red Flag" Events, Kensington area.

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Traffic Resolution No. 2026/4555 to prohibit stopping, standing, or parking at all times during "Red Flag" Events, Kensington area.

AUTHORIZE the Public Works Director or designee to amend Exhibit A if the State Fire Marshal amends the boundaries of the Very High, High, and Moderate Fire Hazard Severity Zones located in Kensington.

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Memorandum of Understanding with the Kensington Community Services District for parking enforcement in Kensington on red flag days.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

California is experiencing a greater number of "Red Flag" events - days when weather conditions are such that the potential for a wildfire is extremely high, including when relative humidity is 15 percent or less with either sustained winds of 25 mph or greater or frequent gusts of 35 mph or greater for a duration of 6 hours or more, or when relative humidity is 10 percent or less for a duration of 10 hours or more, or when there is widespread and/or significant dry lightning, or for other hazardous local conditions.

The State of California, Department of Forestry and Fire Protection has designated significant portions of the Kensington area as Very High, High, and Moderate Fire Hazard Severity Zones that face greater risk of hazards during Red Flag events. The Kensington area contains narrow and winding roads, roads with tight curves, and critical intersections that would create choke points, making emergency response and resident evacuation extremely challenging in the event of a wildfire.

To increase public safety in the community of Kensington in the event of wildfire, the Kensington Community Services District and the Public Works Department has partnered to establish a Red Flag Parking Restriction Program.

This traffic resolution and memorandum of understanding will restrict parking on designated roads in Kensington. The Kensington Community Services District will determine Red Flag Warning Days and notify the Kensington community. The Kensington Community Services District will enforce the Red Flag Warning Days no-parking areas. Public Works will administer the traffic resolution and provide the necessary signage necessary to support the program.

Vehicle Code section 22507, Contra Costa County Ordinance Code section 46-2.004, and other applicable laws, authorize the Board of Supervisors to adopt traffic orders to prohibit parking at all times on County roads for various reasons.

CONSEQUENCE OF NEGATIVE ACTION:

Parking will remain unrestricted at this location.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on June 9th, 2026, by the following vote:

AYES: Gioia, Andersen, Burgis, Carlson, Scales-Preston

NOES: None

ABSENT: None

ABSTAIN: None

TRAFFIC RESOLUTION NO. 2026/4555
Supervisory District I

SUBJECT: Red Flag” Event Parking Restrictions, Kensington area.

WHEREAS, California is experiencing a greater number of “Red Flag” events – days when weather conditions are such that the potential for a wildfire is extremely high, including when relative humidity is 15 percent or less with either sustained winds of 25 mph or greater or frequent gusts of 35 mph or greater for a duration of 6 hours or more, or when relative humidity is 10 percent or less for a duration of 10 hours or more, or when there is widespread and/or significant dry lightning, or for other hazardous local conditions;

WHEREAS, the State Fire Marshal has designated significant portions of the Kensington area as Very High, High, and Moderate Fire Hazard Severity Zones that face greater risk of hazards during Red Flag events;

WHEREAS, the Kensington area contains narrow and winding roads, roads with tight curves, and critical intersections that would create choke points, making emergency response and resident evacuation extremely challenging in the event of a wildfire; and

WHEREAS, Vehicle Code section 22507, Contra Costa County Ordinance Code section 46-2.004, and other applicable laws authorize the Board of Supervisors to adopt traffic orders to prohibit parking at all times on County roads for various reasons.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Contra Costa County, as follows:

1. Emergency Response and Evacuation Routes. All County roads within the Very High, High and Moderate Fire Hazard Severity Zones shown on Exhibit A, as may be amended from time to time, are designated as emergency response and evacuation routes, and are subject to the parking restrictions in Section 2 during any “Red Flag” event declared by the National Weather Service or the Kensington Community Services District (KCSD) Fire Chief or designee. The KCSD will be responsible for developing its communication procedures for notifying the public when a “Red Flag” event is declared.

2. "Red Flag" Event Parking Restrictions. Whenever, with reference to any road or portion of a road within a Very High, High or Moderate Fire Hazard Severity Zone shown on Exhibit A (as may be amended from time to time), the KCSD Board of Directors determines, on advice of the KCSD Fire Chief and KCSD Police Chief, that parking on one or both sides of the road would create a hazard to life or property by interfering with emergency vehicle access or resident evacuation, on-street parking at that location or locations is prohibited at all times until the "Red Flag" event is declared to be ended. Vehicles parked in violation of this restriction are subject to removal at the owner's expense. The County Public Works Director or designee is authorized to install and maintain at that location or locations signs giving notice that on-street parking on those roads is prohibited during declared "Red Flag" events, and that vehicles parked on those roads during a declared "Red Flag" event are subject to removal pursuant to Vehicle Code section 22651(n) and other applicable laws. The County Public Works Director or designee is authorized to amend Exhibit A from time to time based on revisions made by the State Fire Marshal to fire hazard severity zone designations in the Kensington area.

3. Enforcement. The law enforcement and traffic officers of the KCSD are authorized to enforce this traffic resolution.

4. Exception. Vehicles of any federal, state, or local agency, or any public utility, are exempt from the parking restrictions in Section 2

I hereby certify that this is a true and correct Copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 9, 2026

Monica Nino, Clerk of the Board of Supervisors and County Administrator



By Stacy M Boyd, Deputy

CL:cp

Orig. Dept: Public Works (Traffic)
Contact: Chris Lau, 313-2276

cc: California Highway Patrol
Sheriff Department

TRAFFIC RESOLUTION NO. 2026/4555

**COOPERATIVE AGREEMENT
BY AND BETWEEN CONTRA COSTA COUNTY AND THE
KENSINGTON COMMUNITY SERVICES DISTRICT
REGARDING “RED FLAG” EVENT PARKING ENFORCEMENT**

This Cooperative Agreement (“Agreement”) is entered into as of June 9, 2026, (“Effective Date”) by and between Contra Costa County, a political subdivision of the State of California (“County”), and the Kensington Community Services District, a community services district formed under the Community Services District Law, Government Code section 61000, et seq. (“District”). The County and the District are sometimes referred to herein together as the “Parties,” and each individually as a “Party.”

Recitals

- A. California is experiencing a greater number of “Red Flag” events – days when weather conditions are such that the potential for a wildfire is extremely high. The State Fire Marshal has designated significant portions of the Kensington area as Very High, High, and Moderate Fire Hazard Severity Zones, which means Kensington faces even greater risk of wildfire hazards during “Red Flag” events.
- B. The Kensington area contains narrow and winding roads, roads with tight curves, and critical intersections that could create choke points, making emergency response and resident evacuation extremely challenging in the event of a wildfire or firestorm. District staff determined that parking restrictions on roads within Kensington during “Red Flag” events will enhance public safety and emergency response by making roads passable for emergency vehicles and any necessary resident evacuations.
- C. The County is authorized to adopt and enforce parking restrictions on County roads. The District is authorized to provide police protection and traffic enforcement within its jurisdiction. On June 9, 2026, the County Board of Supervisors adopted Traffic Resolution No. 2026/____, establishing parking restrictions on certain County roads within the District when a “Red Flag” event is declared. The purpose of this Agreement is to delegate parking enforcement on certain County roads to the District during “Red Flag” events.

Agreement

NOW, THEREFORE, the Parties agree, as follows:

- 1. **Term; Termination.** The term of this Agreement commences on the Effective Date. This Agreement shall remain in effect until it is terminated. This Agreement may be terminated by either Party upon 30 days’ advance written notice from the other Party, or at any time upon the mutual written agreement of both Parties.
- 2. **“Red Flag” Event Parking Enforcement.** The District represents that it is authorized to enforce “Red Flag” event parking restrictions on roads within the District, as determined

by the District to best facilitate emergency vehicle access and resident evacuations. The ticketing and towing of vehicles in violation of District's "Red Flag" event parking restrictions shall be at the sole discretion of the District. The District shall be solely responsible for collecting any fines for violation of "Red Flag" event parking restrictions within the District, and for seeking reimbursement from responsible third parties of any other costs the District incurs in connection with "Red Flag" event parking enforcement. While this Agreement remains in effect, the County will not be responsible for enforcing any "Red Flag" event parking restrictions within the District.

3. **Signage.** The County will install signs on roads designated by the District for "Red Flag" event parking restrictions. The signs will give notice that on-street parking is prohibited during declared "Red Flag" events, and that vehicles parked on those roads during a declared "Red Flag" event are subject to removal pursuant to Vehicle Code section 22651(n) and other applicable laws. The locations of those signs will be determined by the KCSD Board of Directors, on advice of the KCSD Fire Chief and KCSD Police Chief. Upon the initial installation of any such sign by the County, the use, maintenance, operation, repair, replacement, and removal of that sign shall be the responsibility of the County.

4. **Indemnification.**

- A. Except to the extent Section 4.B. provides otherwise, the District shall indemnify, defend, and hold harmless the County, its officers, employees, and agents ("County Indemnitees" and each a "County Indemnatee") from and against any and all claims, demands, costs, expenses, damages, liabilities, fees, attorney's fees, judgments, attorney's fee awards, and penalties (collectively, "Liabilities") that arise from or are attributable to the negligence or willful misconduct of the District or any of its employees, contractors, and agents in the performance of, or failure to perform, any of the District's obligations under this Agreement, including but not limited to the enforcement or failure to enforce "Red Flag" event parking restrictions.
- B. Notwithstanding anything to the contrary in Section 4.A., the County shall indemnify, defend, and hold harmless the District and its officers, employees, and agents from and against any Liabilities, to the extent that those Liabilities arise from the negligence or willful misconduct of any County Indemnatee in the performance of, or failure to perform, any of the County's obligations under this Agreement.
- C. This Section 4 shall survive and remain enforceable following the termination of this Agreement.

5. **Compliance with Laws.** The Parties shall comply with all applicable local, state, and federal laws and regulations while performing their obligations under this Agreement.

6. **No Joint Liability.** Nothing in this Agreement shall be construed as creating any joint liability with regard to any of the activities undertaken by the Parties under this Agreement.

7. **No Third-Party Beneficiaries.** This Agreement is for the sole benefit of the Parties hereto. Nothing in this Agreement, express or implied, confers, nor shall it be construed to confer, any legal or equitable right, benefit, or remedy on any person or entity other than the Parties. Nothing in this Agreement establishes or creates, nor shall it be construed to establish or create, any legal duty or obligation owed to any third party.
8. **Applicable Law.** This Agreement shall be interpreted and enforced in accordance with the laws of the State of California.
9. **Entire Agreement; Amendment.** This Agreement includes the entire agreement of the Parties with respect to the subject matter of this Agreement. This Agreement may not be amended except in a writing executed by both Parties.
10. **Counterparts; Digital Signatures.** This Agreement may be executed in counterparts, each of which shall be deemed an original, and all such executed counterparts, when taken together, shall constitute one and the same instrument. A Party may execute this Agreement with a digital signature affixed using a technology that meets the California Secretary of State's requirements for digital signatures.

The Parties have executed this Agreement as of the Effective Date.

CONTRA COSTA COUNTY

**KENSINGTON COMMUNITY
SERVICES DISTRICT**

By: _____
Warren Lai
Public Works Director

By: David Aranda
David Aranda
Interim General Manager



July 14, 2026

David Aranda
Board Member
Kensington Community Services District
217 Arlington Ave,
Kensington, California 94707



Re: No Paid Workers' Compensation Claims in 2025-26

Dear David,

On behalf of SDRMA Board of Directors and staff, I am excited to extend our congratulations to you and your organization for no paid workers' compensation claims during the 2025-26 program year! A paid claim for the purposes of this recognition represents the first payment on an open claim during the prior program year.

In recognition of this accomplishment, I am pleased to inform you that Kensington Community Services District has earned one credit incentive point (CIP) and received a lower experience modification factor (EMOD). This well-deserved recognition not only highlights your excellence in risk management but also rewards your efforts by reducing your annual contribution amount. It is our way of acknowledging the hard work and dedication that went into maintaining a safe and secure environment.

Your commitment to safety and continuous improvement helps inspire and encourage fellow SDRMA members, and we are proud to partner with Alpine Springs County Water District as part of our SDRMA community.

Once again, congratulations on this achievement. Please do not hesitate to reach out if there is anything we can do to support your continued success.

Sincerely,

A handwritten signature in cursive script that reads "Robert J. Swan".

Robert J. Swan, President
Board of Directors
Special District Risk Management Authority





Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: Mary A. Morris-Mayorga, Consultant

SUBJECT: Consultant's Monthly Report for July

RECOMMENDATION:

This item is for information only, no action is requested.

BACKGROUND:

Transition activities have continued, with progress on many initiatives.

Transition/General Management

- Meetings with David Aranda:
 - ✓ BOD agenda/meetings; finance-cash & investments/bank accounts; El Cerrito Fire Service Contract summary; El Cerrito Fire Service Contract Fee Schedule and history; and general management/administration
- Retiree dental and vision – notifying participants of change through SDRMA effective 10/1

Emergency Preparedness

- Meetings/calls with David Aranda and Johnny Valenzuela to discuss Emergency Preparedness and Committee items:
 - ✓ Work Plan items/coordination, status of current activities
 - ✓ Coordination of July EPC meeting agenda/packet and follow-up
 - ✓ Newsletter/report – 7/24 additional discussion on vision , plan of action, path for progression following EPC meeting
 - ✓ KEEP – this will come to the Board in September for approval as details continue evolving

Finance

- Meetings/calls with David Aranda, Melissa Klinec, and Karn Borisuthiratana to discuss:
 - ✓ FY 2025-26 year-end adjustments for final reporting and preparation of annual audit; payments; FY 2026-27 budget amendments
- Meeting/calls/emails with Melissa Klinec on Fire year-end resolution of reconciling items, explanation of El Cerrito Contract Fee/Reconciliation and account recording/flow
- Meeting with David Aranda and Five-Star Bank on fire account final closeouts and transfer to

KCSD; coordination of banking services

- Special Tax parcel file – multiple coordination emails and phone calls with County Department of Information Technology, submitted revised and final to County Auditor-Controller with confirmed acceptance; updated procedure for finance staff to take over in future years
- Direct Levy coordination with County Auditor-Controller, submitted revised and final request with confirmed acceptance by County; updated procedure for future years
- Continued work on remaining transition of finance items for transfer of name to KCSD – State of California Insurance Fund response and notification

Public Safety Building

- Internet speeds – (continuing) history investigation and resolution development options of reported slow internet speeds by fire staff; awaiting El Cerrito IT list of recommended considerations after meeting on 6/11; contacted AT&T confirming speeds are faster than plan – received WiFi extenders from AT&T to improve throughout building, awaiting feedback on
- Elevator – assisted in coordinating troubleshooting of operational issue, backup battery failed (expected to last 3-5 years, this one lasted ~2 years), Metro Elevator replaced
- Door access keypads – located documentation and contact information for staff to research key code options

EXHIBIT(S):

None