

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, October 14, 2021

Via Teleconference

Draft

Special Closed Session Meeting

Call to Order [TS 3:47]

President Hacaj called the meeting to order at 6:04 p.m.

Roll Call [TS 4:11]

Director Chris Deppe, Director Mike Logan, Vice-President Eileen Nottoli, Director Rachelle Sherris-Watt and President Sylvia Hacaj were present.

Staff present included Interim General Manager Richard Benson and General Counsel Ann Danforth.

Public Comment [TS 4:45]

None.

Special Meeting Agenda Item

1. **Teleconference Meetings During State of Emergency** [TS 5:19]

President Hacaj highlighted the recommended action to adopt a resolution to warrant holding meetings by teleconference. Board members asked clarifying questions about the timeline for adopting future resolutions.

- Motion by President Hacaj, seconded by Director Sherris-Watt, to adopt Resolution No. 2021-20 making findings and determining a need to continue holding remote meetings by teleconference, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj.

Resolution No. 2021-20 – A Resolution of the Board of Directors of the Kensington Police Protection and Community Services District Making Findings and Determining a Need to Continue Holding Remote Meetings By Teleconference.

Adjournment to Closed Session

2. **Conference with Real Property Negotiators.** [TS 12:14]

President Hacaj announced the Board would adjourn to Closed Session to consider one item: Conference with Real Property Negotiators.

Regular Meeting

Call to Order [TS 1:18:14]

President Hacaj called the meeting to order at 7:17 p.m.

Announcement from Closed Session [TS 1:18:24]

President Hacaj announced that the Board adjourned Closed Session at 7:11 p.m., and reported that the Board gave direction to its lead negotiator.

Roll Call [TS 1:18:35]

Director Chris Deppe, Director Mike Logan, Vice-President Eileen Nottoli, Director Rachelle Sherris-Watt, and President Sylvia Hacaj were present.

Staff present included Interim General Manager Richard Benson, General Counsel Ann Danforth, Chief of Police Mike Gancasz, Finance Director Lisa Mundis, and Clerk of the Board Lynelle M. Lewis.

Public & Consent Calendar Comments [TS 1:18:59]

- The following persons addressed the Board: 1) Sara Gough, Kensington Improvement Club (KIC) Board, commented on a proposed initiative for improvements to the Gore Lot and requested a meeting with the KPPCSD Board to discuss the proposal and future maintenance; 2) Gail Feldman commented on the proposed repurposing of the El Cerrito BART parking lot and its impacts to Kensington residents; 3) Lisa Caronna commented that KIC that the proposed Gore Lot improvements will enhance the neighborhood and expressed thanks for the website posting of resident's letters related to items on the agenda; and 4) Kevin Padian, Kensington Fire Protection District Director, asked when financial planner Andy Heath would be back on the agenda to present long term financial plans and suggested joint discussion of future financial plans for the Public Safety Building and future home of the Police Department.

Consent Calendar [TS 1:31:54]

President Hacaj pulled the Meeting Minutes for September 9, 2021 for name corrections in Item 6 under public comments (change Kevin N to Kevin **Niparko** and Mark Wagner to Mark **Wegner**).

- Motion by President Hacaj, seconded by Director Logan, to adopt the Consent Calendar Items 1 and 2 with name corrections in the Meeting Minutes of September 9th (Item 1), carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj.

1. Meeting Minutes for September 9, 2021 Special and Regular Meeting and for September 28, 2021 Special Meeting.

Approved meeting minutes as amended.

2. August 2021 Financial Reports.

Received and accepted financial reports.

Discussion and Action

3. Community Center Use and Fee Structure. [[TS 1:34:44](#)]

Interim General Manager Rick Benson presented the recommended action on the Community Center fee structure for nonprofit organizations and government agencies. Board members provided comments and suggested changes to the policy.

- The following persons addressed the Board: 1) Gail Feldman, Kensington Property Owners Association (KPOA) commented on the policy changes and KPOA’s suggestion to explore the option of creating a community partnership program to address the proposed fee structure; 2) Mabry Benson commented that Policy #2 needed clarification between the areas rented, that the two hours per meeting in Policy #5 is limiting, and the fees should be more reasonable; and 3) David Bergen asked about rates for groups like Kensington Municipal Advisory Council.
- Motion by President Hacaj, seconded by Director Sherris-Watt, that the Board adopt the proposed Community Center Rental Policy for Community Organizations and other Governmental Agencies with the following changes:
 - Policy #2 – a major event for a group that is paying \$175 for a regular meeting per year only pays \$125 and that money is applied toward the \$300 major event fee and all other groups pay a regular event fee of \$300;
 - Policy#5 – change to read no more than three (3) hours per meeting;
 - Policy #6 – strike “per day” after four hours;
 - Terms of Usage – 2. Mandatory Arbitration of Claims Against the City change to “Mandatory Arbitration of Claims Against KPPCSD”; and
 - Terms of Usage – 3. Insurance in line 6 add “with” after employees and before primary.

The motion carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj.

4. General Manager Compensation. [[TS 2:33:53](#)]

Interim General Manager Rick Benson presented the recommended action to revise the compensation for the General Manager to enhance the recruitment and retention of qualified

individuals. The recommendation is to continue to designate the General Manager position as part-time, maintain the current compensation rate of \$105 per hour and add an additional stipend of \$1,383.28 per month to include a benefit stipend.

- The following person addressed the Board: 1) A. Stevens Delk commented on the number of KPPCSD employees cited in the salary comparisons and asked about stipends for other employees.
- Motion by Director Sherris-Watt, seconded by President Hacaj, that the Board authorize the Interim General Manager to revise the compensation for the General Manager to include a stipend of \$1,383.28 per month to be used at the manager's discretion, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj.

5. Police Officer Signing and Referral Bonus. [\[TS 2:50:23\]](#)

Interim General Manager Rick Benson presented the recommended action to approve a \$3,000 signing bonus for new officers and a \$1,000 bonus for District employees responsible for referring candidates ultimately hired by the department. Chief of Police Mike Gancasz proposed a revised recommendation for a \$10,000 retention bonus for lateral police officers paid out over three years which would end once the District is fully staffed. Following Board discussion, there was a general consensus to table this item for a future meeting.

6. Consider Meeting Date for November. [\[TS 3:03:12\]](#)

President Hacaj announced that the next regularly scheduled meeting of November 11th falls on the Veteran's Day holiday. Following brief discussion, there was Board consensus hold the meeting as scheduled.

Director Comments & Reports

7. Director Comments. [\[TS 3:04:47\]](#)

- President Hacaj announced that Kate Rauch, Liaison for Contra Costa County Supervisor John Gioia, would be stepping down from her position at the end of the year to pursue other opportunities. President Hacaj acknowledged Ms. Rauch as a friend and resident of the District and wished her well.
- Director Sherris-Watt commented that Kate Rauch had been very helpful to her and the District. She thanked staff and reported that the Friends of the Kensington Library sale would be held on October 17th at Kensington Park.

8. General Manager Comments. [\[TS 3:06:56\]](#)

Interim General Manager Benson welcomed new Finance Director Lisa Mundis and thanked former Finance Director Katherine Korsak for her help in the transition. He reported that there was a traffic accident that damaged the tennis court, but repairs had been scheduled and there

would be no expense to the District as the driver was fully insured. In concluding, he briefly commented on the General Manager recruitment and noted that the flyer is out and would be posted to the District's website.

Adjournment [TS 3:10:09]

President Hacaj adjourned the meeting at 9:10 p.m.

The next regular meeting is scheduled for Thursday, November 11, 2021.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: November 11, 2021

Richard J. Benson, Interim General Manager

Sylvia Hacaj, President of the Board

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

MEETING MINUTES Tuesday, October 26, 2021 5:00 p.m. Via Teleconference

Draft

Special Meeting

Call to Order [TS .04]

President Sylvia Hacaj called the meeting to order at 5:06 p.m.

Roll Call [TS .33]

Director Chris Deppe, Director Mike Logan, Vice-President Eileen Nottoli, and President Sylvia Hacaj were present at roll call. Director Rachelle Sherris-Watt joined at 5:15 p.m.

Staff present included Interim General Manager Richard Benson, General Counsel Ann Danforth, Police Chief Mike Gancasz, and Clerk of the Board Lynelle M. Lewis.

Public Comments [TS .50]

None.

Discussion and Action [TS 1:01]

1. Police Officer Signing and Referral Bonus

Interim General Manager Richard J. Benson presented the recommended action to approve a signing bonus for new officers, retention bonus for current officers, and a referral bonus for District employees responsible for referring candidates ultimately hired by the department. Chief of Police Mike Gancasz voiced his support for the recommendation as an effort to recruit the best officers for the future of the District.

- Addressing the Board was Lynn Wolter who asked about the number of current officers and whether exit interviews revealed why officers are leaving.

Directors asked clarifying questions about the program's elements, impact on negotiations, and its sunset. Following discussion, the Board concurred that it would consider the retention bonus at an upcoming meeting to allow community input.

- Motion by President Hacaj, seconded by Vice-President Nottoli, that the Board approve elements of the policy to provide signing bonuses and recruitment bonuses to staff and to new officers and that we table the portion of this item related to retention bonuses to our next meeting on November 11th, carried unanimously (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj.

Adjournment [[TS 26:41](#)]

President Hacaj adjourned the meeting at 5:34 p.m.

The next regular meeting is scheduled for Thursday, November 11, 2021.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: November 11, 2021

Richard J. Benson, Interim General Manager

Sylvia Hacaj, President of the Board