



Kensington Community Services District Board of Directors Meeting Minutes

Thursday, April 9, 2026
Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707

6:00 p.m. (Special Meeting)

1. **Call to Order** [TS 17:58]

President Hacaj called the special meeting to order at 6:08 p.m.

2. **Roll Call** [TS 18:28]

Present: Directors Rick Artis, Alexandra Aquino-Fike (arrived at 6:12 p.m.), Sylvia Hacaj, Sarah Gough, Daniel Levine, Danielle Madugo (attended remotely from 504 San Simeon-Monterey Creek Rd, #W209 Cambria, CA 93428), Rodney Paul, David Spath, and Jim Watt.

Staff present: Interim General Manager David Aranda, KCSD Consultant Mary Morris-Mayorga, Chief of Police Mike Gancasz, and KCSD Consultant Raychel Jackson.

3. **Special Meeting Agenda Public Comments** [TS 18:55]

None.

4. **Convene to Closed Session** [TS 19:10]

The Board convened to closed session to discuss three items.

7:00 p.m. (Regular Meeting)

1. **Call to Order** [TS Inaudible]

President Hacaj called the regular meeting to order at 7:06 p.m.

2. **Roll Call** [TS Inaudible]

Present: Directors Rick Artis, Alexandra Aquino-Fike, Sylvia Hacaj, Sarah Gough, Daniel Levine, Danielle Madugo (attended remotely from 504 San Simeon-Monterey Creek Rd, #W209 Cambria, CA 93428, arrived at 7:07 p.m.), Rodney Paul, David Spath, and Jim Watt.

Staff present: Interim General Manager David Aranda, KCSD Consultant Mary Morris-Mayorga, Chief of Police Mike Gancasz, and KCSD Consultant Raychel Jackson.

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3. **President's Comments** [TS Inaudible]

4. **Public Comment** [TS 19:55]

- Addressing the Board: 1) Jenny Rockwell, Manager Kensington Library, announced National Library Week beginning April 19th and provided materials about the library along with information on the upcoming remodeling effort; and 2) Paul Dorroh commented that during the County's street resurfacing work, they overlooked restriping of Arlington and Sunset crosswalks and asked for an update.

Consent Calendar [TS 30:54]

- Director Levine made a motion, second by Director Gough, to approve the Consent Calendar, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.
5. Approved the KCSD special meeting minutes of March 7, 2026 and the regular meeting minutes of March 12, 2026.
 6. Received the Treasurer's Quarterly Report for the Kensington Community Services District (January 2026 through March 2026).
 7. Approved bills paid and revenue received by KPPCSD and KFPD for March 2026.
 8. Approved the March 2026 financials.

Police and Fire Chief's Reports

9. **Police Chief's Monthly Report.** [TS 31:51]

Police Chief Gancasz highlighted three items from the monthly report (patrol activity log, DUI and complex recovery, and the 2026 Baker to Las Vegas Relay Race) and responded to questions from the board. KPD Volunteer Mike Logan announced the Cookies with a Cop event scheduled for April 22nd at Raxakoul Coffee & Cheese and encouraged board members to attend. Next, Chief Gancasz provided an explanation on the National Incident Based Reporting System and responded to a question about officers administering EpiPen injections and automatic external defibrillators (AEDs).

- Addressing the Board: 1) Former KPPCSD board member Cassandra Duggan supported the idea of KPD patrol cars carrying AED's and EpiPens and urged getting FLOCK cameras back online.

10. **Fire Chief's Monthly Report.** [TS 43:31]

Kensington Fire Department Battalion Chief Joe Torres announced the monthly report was filed with the agenda packet and responded to questions about Zone 0 rules and vegetation

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inspections. The Board recommended inviting Fire Marshall Beckman to next month's meeting to provide clarity on the Fire Department's Zone 0 rules. There were requests from the Board to have the Zone 0 guidelines posted on the website to educate residents, for more education on the hazards of lithium/ion batteries, and for a more simplified version of the incident report.

Discussion and Action

11. First reading to rescind Ordinance No. 2017-01 Adopting A Prohibition On Unauthorized Encroachments On District Land And Adopting Procedures, Penalties And Other Remedies For Such Encroachments. [\[TS 55:42\]](#)

IGM Aranda reported that previously adopted Ordinance No. 2017-01 conflicted with the citation Ordinance No. 2026-01 that the Board is considering, and legal counsel recommended having it rescinded.

- Director Levine made a motion, second by Director Artis, to approve the first reading to rescind Ordinance No. 2017-01 An Ordinance Of The Board Of Directors Of The Kensington Police Protection And Community Services District Prohibiting Unauthorized Encroachments On District Land And Adopting Procedures, Penalties And Other Remedies For Such Encroachments, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

12. Proceed with the second reading and approve the summary of Ordinance No. 2026-01 of the Kensington Community Services District Establishing Procedures for Processing Code Enforcement Administrative Citations. [\[TS 58:55\]](#)

IGM Aranda reported that on March 12th the board approved the first reading of the ordinance. The recommended action is for the second reading of the ordinance and approval of the summary of the ordinance to be published in the newspaper. Legal counsel provided the shortened version of the ordinance for reading and publishing. Once approved, the ordinance will be posted on the two websites the district maintains.

- Director Levine made a motion, second by Director Paul, to approve the second reading and to approve the summary of Ordinance No. 2026-01 of the Kensington Community Services District Establishing Procedures for Processing Code Enforcement Administrative Citations; and approve the publishing of the summary ordinance for it to take effect thirty days from the approval date; and by adopting Ordinance No 2026-01, the Board of Directors of Kensington Community Services District, (the "District") will impose administrative fines for violations of the District's ordinance; and pursuant to Ordinance No. 2026-01 the General Manager will be authorized to promulgate rules and regulations for citations and the hearing process; and the General Manager will also be authorized to contract with a private entity to process citations, collect fines, and conduct hearings for the administrative fines; and a copy of proposed Ordinance No. 2026-01 can be obtained from the General Manager and Secretary to the Board of Directors of the District, carried by roll call vote (8-1) as follows: (AYES) Directors Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt; and (NOES): Director Aquino-Fike.

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13. Approval of Drawing up to \$150,000 from the CERBT Medical Retirement Fund for the Current Fiscal Year. [TS 1:04:38]

IGM Aranda summarized the recommended action.

- Director Gough made a motion, second by Director Madugo, to approve drawing up to \$150,000 from the CERBT Medical Retirement Fund for the current fiscal year, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

14. Approve a 3% Cost of Living Increase for Non-Sworn Employees of the District, Effective May 1, 2026. [TS 1:07:37]

IGM Aranda summarized the recommended action.

- Director Gough made a motion, second by Director Levine, to approve a 3% Cost of Living Increase for Non-Sworn Employees of the District, Effective May 1, 2026, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

15. Approve Finance Committee Protocols. [TS 1:09:37]

IGM Aranda reported that the Finance Committee Protocols had been approved by the Finance Committee.

- Director Spath made a motion, second by Director Artis, to approve the Finance Committee Protocols which were approved by the Finance Committee on March 23, 2026, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

Reports & Director's Comments

16. Emergency Preparedness Coordinator's Monthly Report. [TS 1:11:09]

Emergency Preparedness Coordinator Johnny Valenzuela reported on requests for home assessments, providing information on the Hazardous Vegetation Removal Reimbursement Grant, progress on the Kensington Ember Exclusion Program, and the paper shredding event on April 11th. Director Madugo announced the Emergency Preparedness Committee (EPC) had received an application for the EPC vacancy.

17. General Manager's Monthly Report. [TS 1:14:10]

IGM Aranda noted that his report was included in the agenda packet. He recognized Lisa Carrona for her community outreach efforts for the path improvement projects and Director Paul for leading tours of the paths.

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18. **Consultant’s Monthly Report.** [\[TS 1:16:49\]](#)

KCSD Consultant Mary Morris-Mayorga reported that work is going well on the general manager recruitment, the Finance Committee, and the EPC.

19. **Directors’ Comments.** [\[TS 1:18:22\]](#)

- Director Gough commented on Pathkeepers’ great work, the valuable service provided by the EPC, and suggested the EPC revisit protocols looking to establish clear lines of authority for the board, staff and community members.
- Director Levine commented that May 8th is the first day for the food trucks event in Kensington Park and urged the board and the community to come out and support this event. This event will occur on the second Friday of each month through October.

Adjournment [\[TS 1:21:05\]](#)

President Hacaj adjourned the meeting at 8:05 p.m. The next regular meeting of the KCSD is scheduled for Thursday, May 14, 2026.

SUBMITTED BY:

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Lynelle M. Lewis
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Lynelle M. Lewis, District Clerk of the Board

Signed by: APPROVED: May 14, 2026

David Aranda
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David Aranda, Interim General Manager

DocuSigned by:
Sylvia Hacaj
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Sylvia Hacaj, President of the Board

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