

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, February 10, 2022

Via Teleconference

Draft

Special Closed Session Meeting

Call to Order [TS 6:59]

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

Roll Call [TS 7:09]

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

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

Public Comment [TS 7:30]

None.

1. **Teleconference Meetings During State of Emergency** [TS 1:19:16]

Action on this item was carried over to the Regular Meeting session.

- Motion by Director Sherris-Watt, seconded by Director Deppe, to adopt the resolution determining that current circumstances continue to warrant holding meetings by teleconference, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj; and (NOES) None.

Resolution No. 2022-02 – 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 [TS 8:04]

The Board adjourned to Closed Session to consider conference with real property negotiators, recruitment of a permanent General Manager, and conference with labor negotiators.

Regular Meeting

Call to Order [TS 1:05:49]

President Hacaj called the meeting to order at 7:02 p.m.

Announcement from Closed Session [[TS 1:05:54](#)]

President Hacaj announced that the Board continued to give direction to its lead negotiator regarding 303 Arlington and the Board was unable to get to one item which will be carried over.

Roll Call [[TS 1:18:49](#)]

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

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

Public & Consent Calendar Comments [[TS 1:20:43](#)]

- The following persons addressed the Board: 1) Danielle Madugo asked about Kensington joining the Recycle More Program so that Kensington residents could drop off household hazardous waste; and 2) Mari Metcalf asked the Board to look into training the Police Department on domestic abuse reporting protocols.

Consent Calendar [[TS 1:28:04](#)]

- Motion by President Hacaj, seconded by Director Sherris-Watt, to adopt the meeting minutes (Item 1) on the Consent Calendar, carried unanimously (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj; and (NOES) None.

1. Meeting Minutes for the Special and Regular Meetings of January 13, 2022 and January 24, 2022.

Approved meeting minutes.

2. December 2021 Financial Reports

- Item 2 was pulled for from the Consent Calendar, The Board requested that staff provide clarification of the details in report. Staff will report back next month.

Discussion and Action

3. Mid-Year Budget Review [[TS 1:34:13](#)]

Interim General Manager Richard Benson presented an update on the mid-year budget as of December 31, 2021. He also presented a request for two mid-year budget adjustments that include: (1) replacement of the District server in the amount of is \$14,000 plus an additional \$5,000 for installation, data-transfer, and software updates; and (2) additional funds in the amount of \$15,000 for the purchase of nonlethal weapons and rifles for the Police Department.

The Board discussed the request for budget adjustments and offered suggestions.

- Addressing the Board were the following persons: 1) A. Stevens Delk who asked for a written clarification of non-lethal weapons, and 2) Jim Watt asked for clarification on the “other monies received” category under the revenue section and asked about the status of receiving the WW grant monies.
- Motion by President Hacaj, seconded by Director Logan, that we receive the Mid-Year Budget report and approve the two budget transfer requests which are related to the need to replace the server, plus installation, data-transfer, and software updates in an amount up to \$19,000 and the request for additional funds for the purchase of nonlethal weapons and rifles in the amount of \$15,000; and that the Board approve a budget transfer in the amount of \$19,000 from budget line item 502 (Salaries) to budget line item 969 (Capital Expenses-Computer Equipment) and approve a budget transfer in the amount of \$15,000 from budget line item 502 (Salaries) to budget line item 571 (Departmental Expense). Director Deppe offered a friendly amendment asking that the General Manager come back with details on these numbers as soon as expedient. The motion carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj; and (NOES) None.

4. **Relocation of District Offices** [[TS 2:12:20](#)]

Interim General Manager Richard Benson reported on possible options for relocating the District's facilities and reviewed actions taken thus far.

- Addressing the Board were the following persons: 1) Gail Feldman commented that the KPPCSD should have worked with the Kensington Fire Protection District (KFPD) on relocation, suggested additional relocation options, and requested a report on the financial impacts; 2) Danielle Madugo commented that the KPPCSD and KFPD should share the Public Safety Building and suggested other locations; 3) KFPD Director Kevin Padian suggested that the Board listen to Police Chief Gancasz for its needs, and urged the Board to find a suitable location as the KFPD must move forward because construction costs and interest rates continue to rise.
- Motion by President Hacaj, seconded by Director Deppe, to establish an Ad Hoc Committee to work with the General Manager that would specifically look at District-owned properties, in particular Building E and the Annex, to consist of Directors Deppe and Sherris-Watt, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj; and (NOES) None.
- Motion by President Hacaj, seconded by Director Logan, to establish an Ad Hoc Committee to work with the General Manager that would specifically look at the East Bay Municipal Utility District properties in Kensington, to consist of Directors Nottoli and Logan, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj; and (NOES) None.

There was Board consensus for the General Manager to investigate other properties including 388 Colusa Circle, 153 Oakview Avenue, and 131 Lawson Road. The Board gave direction to the General Counsel to research the pros and cons of the eminent domain process and report back to the Board.

5. Permanent District Manager Position [[TS 3:06:08](#)]

Interim General Manager Richard Benson presented various enhancements for the Board to consider that would make the recruitment of the permanent General Manager position more attractive. The Board gave direction to Interim General Manager Benson to continue investigating the options and report back to the Board.

Comments & Reports

6. Director Comments. [[TS 3:19:37](#)]

None.

7. Police Chief Report. [[TS 3:19:50](#)]

Police Chief Mike Gancasz reported on the hiring of the following three new employees: Officers Megan Farley, Dustin Siebert, and Jason Haynes. He reported on efforts to dispose of old weapons at the District.

8. General Manager Comments. [[TS 3:23:47](#)]

Interim General Manager Benson reported that staff is back up to speed.

Adjournment [[TS 3:24:55](#)]

President Hacaj adjourned the meeting at 8:36 p.m.

The next regular meeting is scheduled for Thursday, March 10, 2022.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: March 10, 2022

Richard J. Benson, Interim General Manager

Sylvia Hacaj, President of the Board