



Agenda

Special and Regular Meetings of the Board of Directors
Kensington Police Protection and
Community Service District

Thursday, May 13, 2021
Via Teleconference

www.kppcsd.org/2021-05-13-kppcsd-board-meeting

**The page at the URL above will have instructions on how to join the
online meetings.**

In response to the County and State "shelter in place" orders, the Governor issued an order expanding his prior waiver of normal Brown Act requirements. Executive Order N-29-20, issued March 17, 2020, authorizes all-electronic meetings without a physical location for agency officials or members of the public. The published agenda must advise the public of the means by which it may participate in the meeting and of a procedure by which disabled persons may submit requests for accommodation or modification. The order does not suspend notice requirements.

Executive Order N-29-20 is effective while state and/or local public health officials have imposed or recommended social distancing measure. The District must prioritize public health and containing the spread of the Covid-19 virus, which precludes holding physical public meetings. The District will comply with the usual Brown Act requirements to the extent compatible with the directives and recommendations of state and local health officials.

Special Meeting - 6:00 p.m.

Call to Order

Roll Call

Public and Special Meeting Agenda Item Comments

All matters on the Consent Calendar are considered routine and are approved by one motion and vote, unless Board Member or General Manager first requests that a matter be removed for separate discussion and action. Individuals wishing to address the District Board of Directors concerning any Special Meeting agenda items or on matters not already on the agenda are invited to make oral comments of up to three minutes. Please raise your hand via Zoom. When you are called on by the District 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 917 Arlington Ave., Kensington, CA 94707 or llewis@kppcsd.org.

Consent Calendar

1. Lead Negotiator and Real Estate Negotiations

Recommended Action: Appoint General Manager, Marti Brown, lead negotiator on any real or potential real estate negotiations as it relates to 217 and 303 Arlington Avenue and/or any other real estate transactions that may relate to the Kensington Police Department moving to a new facility.

Contact: Marti Brown, General Manager, mbrown@kppcsd.org

Discussion and Action

2. Public Safety Building.

Recommended Action: Discuss KFPD Board of Directors' recent action to renovate the Public Safety Building for full fire department occupancy and provide policy direction to staff as necessary.

Requested by: Director Chris Deppe, KPPCSD Board of Directors

Closed Session

3. Conference with Real Property Negotiators (Government Code § 54956.8)

Properties: 217 Arlington Avenue and 303 Arlington Avenue

Agency negotiator: General Manager Marti Brown

Under negotiation: price, terms of payment, space available

Regular Meeting – 7:00 p.m.

Call to Order

Roll Call

Swearing In

- New Chief of Police Mike Gancasz
- Comments, Interim Chief of Police Walt Schuld

Changes to the Agenda

Public & Consent Calendar Comments

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Consent Calendar

1. **Regular Meeting Minutes of April 8, 2021**
Recommended Action: Approve meeting minutes.
Contact: Lynelle Lewis, District Clerk, llewis@kppcsd.org
2. **March 2021 Financial Reports**
Recommended Action: Receive and accept financial report.
Contact: Katherine Korsak, Finance and Business Manager, kkorsak@kppcsd.org
3. **Surplus Police Vehicle Donation**
Recommended Action: Declare certain police vehicles as surplus and approve donating them to Kars4Kids.
Contact: Mike Gancasz, Chief of Police, mgancasz@kppcsd.org
4. **2X2 Joint Committee Regarding the future of the Public Safety Building**
Recommended Action: Dissolve the KPPCSD's Joint Committee regarding the future of the Public Safety Building and potential joint occupancy of both the Kensington Fire and Police Departments.
Contact: Marti Brown, General Manager, mbrown@kppcsd.org

5. Authorize Special Meeting to Approve FY 2021-22 Budget

Recommended Action: Adopt Resolution No. 2021-06 Authorizing the Adoption of the 2021-2022 Budget at a Special Meeting.

Presentations

6. Past, Current and Future Practices in the Finance Department

Contact: Marti Brown, General Manager, mbrown@kppcsd.org and Katherine Korsak, Finance and Business Manager, kkorsak@kppcsd.org

Discussion and Action Calendar

All matters in this section of the Agenda are discussed and will be acted on individually. Members of the public may request to speak on any of these items for up to three minutes when the Board President calls for public comment. Please raise your hand via Zoom. When you are called by the Board President you will be unmuted and you can address the Board. Please state your name clearly for the audio recording. 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 917 Arlington Ave., Kensington, CA 94707 or llewis@kppcsd.org.

7. Annual Approval of the Kensington Park Assessment District Levy

Recommended Action: Adopt three Resolutions for Fiscal Year 2021-22 to collect Kensington Park Assessment Pursuant to the Landscaping and Lighting Act of 1972, including:

- a. Initiate proceedings for the levy and collection of assessments for the Kensington Park Assessment District for Fiscal Year 2021-22.
- b. Approve the Annual Report for the Kensington Park Assessment District for Fiscal Year 2021-22.
- c. Declare the District's intention to levy and collect assessment for the Kensington Park Assessment District for Fiscal Year 2021-22.

Contact: Katherine Korsak, Finance and Business Manager, kkorsak@kppcsd.org

8. Contract for Financial Consulting Services

Recommended Action: Approve budget authority of a not-to-exceed amount of \$15,000 at a rate of \$135/hour to contract with Andy Heath, Finance Consultant; and authorize the General Manager, or her designee, to execute a contract with Mr. Heath for finance consulting services.

Contact: Marti Brown, General Manager, mbrown@kppcsd.org

9. Strategic Planning Process and Plan

Recommended Action: Approve Budget Authority for the General Manager, or her designee, to enter into an agreement with Rauch Communication Consultants, Inc for a not-to-exceed amount of \$13,000 to facilitate a strategic planning process and develop a Strategic Plan.

Contact: Marti Brown, General Manager, mbrown@kppcsd.org

Director Comments & Reports

10. Director Comments

11. General Manager Comments

Adjournment

The next regular meeting will be held on June 10, 2021.

General Information

- All proceedings of the Open Session will be audio and video recorded if possible.
- Upon request, the Kensington Police Protection and Community Services District will provide written agenda materials in appropriate alternative formats or disability-related modification of disabilities to participate in public meeting. 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 Police Protection & Community Service District, 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 – Colusa Food – Arlington Kiosk and at www.kppcsd.org. Complete agenda packets are available at the Public Safety Building at 217 Arlington Avenue, Kensington, CA 94707.

All public records that relate to an open session item of a meeting of the Kensington Police Protection & 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, 217 Arlington Ave, Kensington, CA 94707** at the same time that those records are distributed or made available to a majority of the Board.