



Kensington Community Services District Board of Directors Meeting Minutes

**Thursday, January 8, 2026
Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707**

Special Meeting – 6:30 p.m.

1. **Call to Order** [[TS 0:11](#)]

President Hacaj called the special meeting to order at 6:34 p.m.

2. **Roll Call** [[TS 0:34](#)]

Present: Directors Alexandra Aquino-Fike, Sylvia Hacaj, Sarah Gough, Daniel Levine, Danielle Madugo, Rodney Paul, David Spath, and Jim Watt. Director Rick Artis was absent at roll call.

Special Meeting Agenda Item Public Comments [[TS 1:12](#)]

None.

4. **Convene to Closed Session** [[TS 2:24](#)]

The Board adjourned to closed session at 6:51 p.m. to discuss one item.

5. **Announcements from Closed Session** [[TS 2:51](#)]

President Hacaj announced there was nothing to report.

6. **Adjourn Special Meeting** [[TS 2:49](#)]

President Hacaj announced adjourned the special meeting at 6:51 p.m.

Regular Meeting - 7:00 p.m.

1. **Call to Order** [[TS 2:58](#)]

President Hacaj called the regular meeting to order at 7:01 p.m.

2. **Roll Call** [[TS 3:03](#)]

Present: Directors Alexandra Aquino-Fike, Sylvia Hacaj, Sarah Gough, Daniel Levine, Danielle Madugo, Rodney Paul, David Spath, and Jim Watt. Director Artis was absent at roll call but arrived at 7:05 p.m.

Staff: Interim General Manager (IGM) David Aranda, KCSD Consultant Mary A. Morris-Mayorga, and KCSD Consultant Raychel Jackson.

3. **President's Comments**

None.

4. **Public Comment** [\[TS 3:38\]](#)

None.

Consent Calendar [\[TS 4:45\]](#)

- Motion by Director Aquino-Fike, second by Director Paul, to adopt the Consent Calendar, carried (8-0) by voice vote. Director Artis was absent.
5. Approved the KCSD regular meeting minutes of December 11, 2025.
 6. Received and filed the December 2025 financial statements for KPPCSD and KFPD.
 7. Approved bills paid and revenue received by KPPCSD and KFPD for December 2025.
 8. Received and filed the Treasurer's Quarterly Report for October, November and December 2025.

Discussion and Action

9. **Approve signing on to the MOU for Coordination of Wildfire Prevention Activities to Protect the East Bay Hills in Alameda and Contra Costa Counties, pay \$3000 in annual dues and appoint an elected official and an alternate to serve on the Wildfire Prevention Coordinating Group.** [\[TS 6:03\]](#)

IGM Aranda presented background information, and the board provided comment.

- Motion by Director Gough, second by Director Madugo, to approve signing on to the MOU for coordination of Wildfire Prevention Activities to Protect the East Bay Hills in Alameda and Contra Costa Counties, pay \$3,000 in annual dues, and appoint Director Paul as an elected official and Director Watt as an alternate to serve on the Wildfire Prevention Coordinating Group, carried (9-0) by voice vote.
10. **Approve repairs and improve the paths owned by Kensington Community Services District at a cost not to exceed \$65,000.** [\[TS 16:10\]](#)

Lisa Caronna presented information on the history of the paths, needed improvements, and proposed costs.

– Mark Altenberg expressed appreciation for the progress on the paths.

- Motion by Director Paul, second by Director Levine, to approve the District spending up to \$65,000 for path improvements, carried (9-0) by voice vote.

11. Approve and adopt Resolution No. 2026-01 Declaring the Police Trailer Surplus Property and Allow the Police Chief to Dispose of the Trailer According to State Law. [\[TS 41:49\]](#)

Police Chief Gancasz presented the recommended action.

- Motion by Director Gough, second by Director Levine, to adopt Resolution No. 2026-01 Declaring A 1992 MIGMO Utility Trailer as Surplus Property and Authorizing Its Disposal, carried (9-0) by voice vote.

12. Approve introduction and first reading of Ordinance 2026-01 of the Kensington Community Services District Establishing Procedures for Processing Code Enforcement Administrative Citations. [\[TS 44:53\]](#)

IGM Aranda explained the proposed ordinance and subsequent procedures. Following Board discussion and questions, there was consensus to table this item to obtain legal review and get clarity on enforcement.

13. Approve and adopt Resolution No. 2026-02 Establishing Rates and Charges for Fire Services. [\[TS 1:13:05\]](#)

KCSD Consultant Mary Morris-Mayorga presented the recommended action.

- Motion by Director Spath, second by Director Madugo, to approve and adopt Resolution No. 2026-02 Establishing Rates and Charges for Fire Services, carried (9-0) by voice vote.

14. Approve \$15,000 for 2026-2027 Ember Exclusion Mesh Pilot Program. [\[TS 1:17:32\]](#)

Emergency Preparedness Coordinator Johnny Valenzuela presented background information on funding mesh for the pilot program. The board asked for clarification on aspects of the program.

– Addressing the board were the following persons: 1) Gail Feldman urged movement on the program; 2) Lin Due asked questions about participation in the distribution of the mesh; and 3) Lisa Caronna asked about specific criteria of the program.

- Motion by Director Levine, second by Director Spath, to approve \$15,000 in the 2026-2027 budget for the purpose of purchasing mesh for the Ember Exclusion Mesh Pilot Program, carried (7-0) by voice vote with Directors Artis and Watt abstaining.

15. **Discussion and direction concerning the Public Safety Building, which includes purchasing office modular equipment, naming the building, and ADA parking.** [[TS 1:44:19](#)]

IGM Aranda presented the recommended action and background information. The board asked questions and had considerable discussion. Following the question and answer period, the board gave direction to hold off on any actions related to the PSB until the new general manager is hired.

16. **Approve protocols for the Emergency Preparedness and Finance Committee and appointing four individuals from the community to serve on the Emergency Preparedness Committee.** [[TS 1:55:55](#)]

President Hacaj announced that the Finance Committee did not meet; therefore, the action on protocols were tabled. Next, Emergency Preparedness Committee (EPC) chair Director Madugo announced the recommendations for the following three individuals to serve on the Committee: Kay Blonz, Katie Gluck, and Paul Moss.

- Motion by Director Madugo, second by Director Gough, to approve the protocols for the Emergency Preparedness Committee and ratify recommendations for three community members Kay Blonz, Paul Moss, and Katie Gluck to serve on the Emergency Preparedness Committee, carried (9-0) by voice vote.

Reports & Director's Comments

17. **Police Chief's Monthly Report.** [[TS 0.09 – Part 2](#)]

Chief of Police Mike Gancasz commented that his December 2025 report had been submitted with the agenda packet. He highlighted several accomplishments from 2025 and plans for 2026.

18. **Fire Chief's Monthly Report.** [[TS 7:10 – Part 2](#)]

The report was included in the agenda packet. No representative was present. The Board directed IGM Aranda to draft a letter to the Fire Chief requesting the presence of a representative at the next board meeting.

19. **Emergency Preparedness Monthly Report.** [[TS 11:31 – Part 2](#)]

President Hacaj announced that Emergency Preparedness Coordinator Johnny Valenzuela's report was included in the agenda packet.

20. **General Manager’s Monthly Report.** [\[TS 10:44 – Part 2\]](#)

IGM David Aranda reported that his report was part of the agenda packet. He also reported that the application period for the general manager recruitment had closed and seven applications met the minimum qualifications.

21. **Consultant’s Monthly Report.** [\[TS 11:44 – Part 2\]](#)

KCSD Consultant Mary Morris-Mayorga commented that her report was included in the agenda packet. She noted that the auditors plan to provide a presentation on the fire financials at the February meeting.

22. **Directors’ Comments.** [\[TS 12:09 – Part 2\]](#)

None.

Adjournment [\[TS 12:28 – Part 2\]](#)

President Hacaj adjourned the meeting at 9:12 p.m. The next regular meeting of the KCSD is scheduled for Thursday, February 12, 2026 .

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: February 12, 2026

David Aranda, Interim General Manager

Sylvia Hacaj, President of the Board