

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, June 10, 2021

Via Teleconference

Call to Order [TS 0:01]

President Sylvia Hacaj called to order the Regular Meeting of the Board of Directors at 6:35 p.m.

Roll Call [TS 0:18]

Directors Chris Deppe, Rachelle Sherris-Watt, and Vice-President Eileen Nottoli were present.

Staff present: General Manager Marti Brown, Police Chief Mike Gancasz, General Counsel Ann Danforth, Finance and Business Manager Katherine Korsak, and Clerk of the Board Lynelle M. Lewis.

Public & Consent Calendar Comments [TS 0:20]

The following person addressed the Board: 1) Dr. Kenneth ‘Chris’ Hurst introduced himself as the new Superintendent of the West Contra Costa Unified School District and a new member of the community.

Consent Calendar [TS 4:07]

- Motion by President Hacaj, seconded by Director Sherris-Watt, to adopt the Consent Calendar with a correction to the spelling of Candy Capogrossi (Item 6) in the May 13th Special Meeting Minutes, carried unanimously (4-0) by the following vote: AYES (Nottoli, Deppe, Sherris-Watt, and Hacaj).

1. Regular and Special Meeting Minutes of May 13, 2021 and May 26, 2021.

Action: Approved meeting minutes (as amended).

2. April 2021 Financial Reports

Action: Received and accepted financial reports.

Presentations [TS 5:02]

3. FY 2021-22 Budget Workshop and Presentation

General Manager Marti Brown highlighted the Executive Summary of the proposed Fiscal Year 2021-22 Budget. She reported that staff made the following budgetary assumptions: Increased

DS SH DS MB DS LML

KPPCSD Meeting Minutes

June 10, 2021

Page 2 of 4

Measure G ('police tax') based on the Consumer Price Index (CPI) – 3.8% or \$22,811; Pay the actuarially determined portion of retiree health benefits from the District's Obligation for Postemployment Benefits (OPEB) Trust - \$50,000; Discontinued payment of retiree lifelong dental and vision benefits - \$25,000/year; Excluded costs to relocate KPPCSD to a new location; Allocated staff costs across all funds – General Fund, Landscape and Lighting, and Waste Management; and Establish a Waste Management Fund – separating Waste Management funds from the General Fund. Next steps are for a staff led public budget workshop on June 17th with consideration of the final budget for Board approval at a Special Meeting on June 29th. The Board commended staff for the excellent presentation.

Director Deppe asked about grant funds, suggested looking at the windscreen on the tennis court, asked about storm drain maintenance, and asked about the status of Building E repairs and suggested renegotiating the KCC agreement. He commented that the proposed staffing plan seemed top heavy and proposed deferring the Lieutenant position until we know the cost of moving out of the Public Safety Building (PSB). Vice-President Nottoli commented that it might be better to get two cars now to potentially avoid maintenance costs. Director Sherris-Watt suggested focusing on one car and revisiting this mid-year, supported including the crossing guard for this year, and suggested delaying the alarm system. President Hacaj commented that regular park walk through should be included in the duties of the new Office Manager position and suggested delaying the alarm system. She asked if the \$2,000 approved last year for the KIC kiosk was in the budget since it had not been spent.

- The following persons addressed the Board: 1) Candy Capogrossi asked about expenditures for automobiles, benefits for part-time staff, and the sprinkler system; 2) Kevin Padian (KFPD) commended staff on the budget, commented on the KFPD discussion on the PSB, and commented on police staffing; 3) Julie Stein (KFPD) thanked staff for budget presentation, and commented on the letter from KPPCSD regarding the SB; 4) Lisa Caronna commended staff on the budget presentation, commented on the kiosk at Colusa Circle, and on rental rates for the Kensington Park and facilities; 5) A. Stevens Delk thanked staff for the budget presentation, commented on the Bayview fund, and on the expenditure for park trash cans; and 6) Bill Hansell (KFPD) commented on the letter from General Manager Brown to KFPD regarding the request for KPPCSD to remain in the rennovated PSB and on the KFPD response.

4. Traffic and Safety Update [\[TS 1:23:41\]](#)

Chief of Police Mike Gancasz presented an overview on the Comprehensive Traffic Safety Program using new technology. Board members thanked Chief Gancasz for the update.

- The following persons addressed the Board: 1) David Bergen asked about location of the speed sensor; and 2) Larry Nagel, Director of the Kensington Fire Protection District, thanked staff for the presentation.

DS
SH

DS
MB

DS
LML

Discussion and Action

5. Updated Master Fee Schedule for all KPPCSD Rental Facilities [[TS 1:48:22](#)]

General Manager Marti Brown presented the proposed Master Fee Schedule for renting Kensington Park facilities and asked for Board direction. Board members asked questions about picnic area reservation software, how to handle conflicts in reservations, use of the barbeque area because of fire danger, possibly making this a two-year plan, considering rates for K groups and local nonprofits using the Community Center, the fee for the alcohol permit, the key deposit if electronic keying is implemented, and COVID cleaning fees.

- The following persons addressed the Board: 1) Candy Capogrossi suggested holding “art in the park” as a community event and charging a fee; and 2) Lisa Caronna commented on the need for a different fee structure for residents versus non-residents, and a policy for K groups.

President Hacaj announced this item would be tabled to June 29 with policy direction to outline a process that would find ways to address K groups and fine tune the fee schedule.

6. Levy Assessment for Kensington Park Assessment District [[TS 2:19:24](#)]

Finance and Business Manager Katherine Korsak presented the recommended action to adopt a resolution to reset the public hearing on the park levy assessment to July 8, 2021.

- Motion by President Hacaj, seconded by Director Sherris-Watt, to adopt Resolution No. 2021-07 changing the public hearing on the intention to levy the park assessment to July 8, 2021, carried unanimously (4-0) by the following vote: AYES (Nottoli, Deppe, Sherris-Watt, and Hacaj).

7. Changes to CalPERS Health Benefits - Memorandum of Understanding [[TS 2:22:13](#)]

Finance and Business Manager Katherine Korsak presented the recommended action to adopt a resolution authorizing the employer’s health benefit contribution.

- Motion by President Hacaj, seconded by Director Sherris-Watt, to adopt Resolution No. 2021-08 affirming the required CalPERS Health resolution fixing the employer contribution under the Public Employees’ Medical and Hospital Care Act at an equal amount for employees and annuitants, carried unanimously (4-0) by the following vote: AYES (Nottoli, Deppe, Sherris-Watt, and Hacaj).

Resolution No. 2021-08 – Fixing the Employer Contribution Under the Public Employees’ Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants.

DS
SH

DS
MB

DS
LML

KPPCSD Meeting Minutes

June 10, 2021

Page 4 of 4

Director Comments & Reports

8. Director Comments [[TS 2:27:50](#)]

President Hacaj commented that the June 17th public budget workshop is being held at the same time as the meeting to discuss the hiring of a new principal at Kensington Hilltop Elementary School.

9. General Manager Comments [[TS 2:28:34](#)]

General Manager Brown encouraged the public to submit comments on the budget in advance of the June 17th budget workshop. She announced that consideration of the final budget is scheduled for June 29th.

Adjournment [[TS 2:29:33](#)]

President Hacaj announced that the next Special Meeting is scheduled for June 29 and the next Regular Meeting is scheduled for July 8, 2021.

President Hacaj adjourned the meeting at 9:45 p.m.

SUBMITTED BY:

DocuSigned by:

Lynelle M. Lewis

8483B78934AA4FC

Lynelle M. Lewis, District Clerk of the Board

APPROVED: July 8, 2021

DocuSigned by:

Marti Brown

9BB47FC215F248A...

Marti Brown, General Manager

DocuSigned by:

Sylvia Hacaj

8C1CC334B1904A4...

Sylvia Hacaj, President of the Board

DS
SH

DS
MB

DS
LM