

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, September 14, 2023

Special & Regular Meetings (Hybrid)

Special Meeting (Closed Session) – 6:00 p.m.

Call to Order [[TS 3:58 Inaudible](#)]

President Aquino-Fike called the meeting to order at 6:02 p.m.

Roll Call [[TS 3:58 Inaudible](#)]

Director Cassandra Duggan, Vice-President Sarah Gough, Director Sylvia Hacaj, Director David Spath, and President Alexandra Aquino-Fike were present at roll call.

Staff present included Interim General Manager David Aranda, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis.

Special Meeting Agenda Item Public Comments [[TS 5:18](#)]

None.

Adjourn to Closed Session

The Board adjourned to closed session at 6:05 p.m. to discuss public employment pursuant to Section 54957(b) to consider the appointment, employment, evaluation of performance, discipline or dismissal of a public employee (Interim General Manager).

Announcements from Closed Session [[TS 1:05:01](#)]

President Aquino-Fike announced that there was nothing to report from closed session.

Regular Meeting - 7:00 p.m.

1. **Call to Order** [[1:05:11](#)]

President Aquino-Fike called the meeting to order at 7:04 p.m.

2. **Roll Call** [[TS 1:05:18](#)]

Director Cassandra Duggan, Vice-President Sarah Gough, Director Sylvia Hacaj, Director David Spath, and President Alexandra Aquino-Fike were present at roll call.

Staff present included Interim General Manager David Aranda, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis.

3. **President's Comments** [[TS 1:05:33](#)]

President Aquino-Fike commented that Item 14 was pulled from the agenda and would be considered at a future meeting.

4. **Public Comment** [[TS 1:05:55](#)]

None.

Consent Calendar [[TS 1:06:44](#)]

- Motion by Director Duggan, seconded by Director Spath, to approve the Consent Calendar, carried (5-0) by roll call vote.

5. **Minutes for the Special/Regular Meetings of August 10, 2023.**

Approved.

6. **Receive and File Financial Reports and Ratify the August 2023 Bills Paid.**

Received and filed.

Comments & Reports

7. **Police Chief Report.** [[TS 1:08:25](#)]

Interim General Manager Aranda reported that Chief Gancasz was on vacation. Mr. Aranda reported that a new officer recently had been hired and started field training. He noted that the interactions during National Night Out with the police and the community was fantastic.

8. **General Manager's Report.** [[TS 1:09:17](#)]

Interim General Manager Aranda said that his written report and the KCC Recreation Office Report had been submitted as part of the agenda packet. He mentioned the upcoming Kensington clean up event scheduled for September 18-22 and noted that Bayview Refuse is not set up for taking medications. In response to Director Duggan's questions, General Counsel Danforth and Interim General Manager Aranda answered questions about the contract with Lift and Sprint.

9. **Verbal update from the Ad Hoc Reorganization Committee.** [[TS 1:11:37](#)]

Director Spath noted he would combine this report with Item 12.

10. **Verbal Update by the Police Department and District Office Permanent Location Ad Hoc Committee.** [[TS 1:11:59](#)]

President Aquino-Fike reported that a letter had been received from the Unitarian Universalist Church of Berkeley that relayed their vote against a leasing arrangement with KPPCSD for a permanent location site. The Committee will continue to engage with other property owners in Kensington for housing options for our police. She also reported that they met with Contra Costa County Supervisor John Gioia to discuss ways to move forward.

11. **Director Comments.** [[TS 1:16:30](#)]

- Director Hacaj thanked Bayview Refuse for the expanded pickup service during cleanup week.
- President Aquino-Fike asked for a summary of how many people took advantage of the cleanup services.
- Director Duggan commented that assistance is available for getting junk onto the curb. Next, she offered her assistance to the Relocation Committee on seeking new sites, and then suggested that KPPCSD look into having flock cameras.
- Director Spath expressed appreciation to Bayview Refuse for the expanded pickup, and urged residents to be careful about separating hazardous waste.
- Addressing the Board were the following persons: 1) Lin Due asked about the decision by the Unitarian Universalist Church of Berkeley; and 2) Greg Christie, Bayview Refuse, thanked the Bboard for its comments and said they are available to answer questions about hazardous waste.

Discussion and Action

12. **Discussion and approval to issue a Request for Proposal (RFP) and solicit proposals in conjunction with the Kensington Fire Protection District (KFPD) regarding financial studies in exploring reorganization with the two entities.** [[TS 1:25:57](#)]

Director Spath reported that he and Director Hacaj had worked on the joint effort to issue a RFP that will carry out all tasks related to the financial analysis of consolidating or reorganizing the KPPCSD with the KFPD. The recommendation is that the cost would be split equally between the two boards.

- Motion by Director Hacaj, seconded by Director Duggan, that the Board approve the draft RFP and give the Interim General Manager and the General Counsel authorization to proceed with anything that needs to be ironed out should the Fire Board also approve, carried (5-0) by roll call vote.

13. **Discussion and adoption of Resolution No. 2023-03 (Revision #3), Authorizing Appointment Of The General Manager As Treasurer And Authorizing Transfer Of Treasurer Authority From Contra Costa County To The Board Of Directors Of The Kensington Police Protection And Community Services District.** [[TS 1:33:02](#)]

Interim General Manager Aranda reported that the District has been attempting to change from using the County as the District's treasurer to the District's resources as treasurer. He noted that resolutions #1 and #2 were rejected by Contra Costa County, so Mr. Aranda suggested making one more attempt.

- Motion by Vice-President Gough, seconded by Director Spath, to adopt Resolution No. 2023-03 (revision #3), carried (5-0) by voice vote.

Resolution No. 2023-03 (Revision #3) – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Authorizing Appointment Of The General Manager As Treasurer And Authorizing Transfer Of Treasurer Authority From Contra Costa County To The Board Of Directors Of The Kensington Police Protection And Community Services District.

14. **Approval of an amended contract with the General Manager regarding expenses.**

President Aquino-Fike announced this item was pulled from consideration.

Adjournment [[TS 1:35:52](#)]

President Aquino-Fike adjourned the meeting at 7:35 p.m. The next regular meeting is scheduled for October 12, 2023.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: October 12, 2023

David Aranda, Interim General Manager

Alexandra Aquino-Fike, President of the Board

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Sunday, September 17, 2023

Special Meeting

2:00 p.m.

Zip Code East Bay Office

388 Colusa Ave

Kensington, CA 94707

Meeting Start

The meeting began at 2:10 p.m.

Attendance

Director Cassandra Duggan, Vice-President Sarah Gough, Director Sylvia Hacaj, and Director David Spath were present. The public was invited to join via Zoom, but no one joined.

Presentation

The Board participated in a workshop hosted by Good Guest Kensington entitled “Living on Indengious Land”. Good Guest Kensington leaders, Laura Callen and Natalie Blackmur, led the presentation. The Board was given the opportunity to introduce themselves and ask questions. A positive dialogue ensued. The presentation was for information only and no action was taken by the Board.

Adjournment

The meeting adjourned at 3:50 p.m.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: October 12, 2023

David Aranda, Interim General Manager

Alexandra Aquino-Fike, President of the Board

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Wednesday, September 27, 2023

Special Meeting

Special Meeting 10:45 a.m.

Call to Order [TS 2:21]

President Aquino-Fike called the meeting to order at 10:47 a.m.

Roll Call [TS 2:28]

Director Cassandra Duggan, Vice-President Sarah Gough, Director Sylvia Hacaj, Director David Spath, and President Alexandra Aquino-Fike were present at roll call.

Staff present included Interim General Manager David Aranda and Clerk of the Board Lynelle M. Lewis.

Special Meeting Agenda Item Public Comments [TS 2:49]

- Addressing the Board was John Gaccione who thanked Ann Danforth for her years of service as KPPCSD General Counsel and wished her the best in retirement.

Discussion and Action

1. **Approval to accept The Renne Public Law Group's, with Ann Danforth as General Counsel, resignation from serving as General Counsel for KPPCSD.** [TS 4:51]

On September 22, 2023 General Counsel Ann Danforth submitted her resignation to the Board as General Counsel of KPPCSD.

- Motion by Director Duggan, seconded by Director Spath, to accept The Renne Public Law Group's, with Ann Danforth as General Counsel, resignation from serving as General Counsel for KPPCSD, carried (5-0) by voice vote.
2. **Approval to ratify the two agreements with Best Best & Krieger (BBK) to serve both as special counsel for CalPERS pension and as General Counsel.** [TS 9:34]

Director Hacaj commented that the KPPCSD policies and procedures require that contracts over \$5,000 come to the entire Board for approval prior to being signed, that the agreements should have been reviewed by outside counsel rather than BBK, and that the Board should have been provided more background on the firm. Director Spath pointed out a couple administrative errors that needed to be corrected in Exhibit A. President Aquino-Fike commented that this practice is fairly common in the legal field especially in light of the urgency of matters facing the Board and the need for a new general counsel. Director

Duggan asked about costs and attendance at board meeting. Interim General Manager Aranda relayed his experience with BBK.

- Motion by Vice-President Gough, seconded by Director Duggan, to approve and ratify the two agreements with Best Best and Krieger to serve both as special counsel for CalPERS pension and as general counsel, carried (5-0) by voice vote.

Adjourn to Closed Session [[TS 24:25](#)]

3. At 11:09 a.m. the Board adjourned to closed session to discuss public employee appointment (Gov't. Code Sec. 54957); Title: General Manager.

Announcements from Closed Session [[TS 1:01:15](#)]

At 11:45 a.m. President Aquino-Fike announced that there were no reportable items from closed session.

Adjournment [[TS 1:01:28](#)]

President Aquino-Fike adjourned the meeting at 11:45 a.m. The next regular meeting is scheduled for Thursday, October 12, 2023.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: October 9, 2023

David Aranda, Interim General Manager

Alexandra Aquino-Fike, President of the Board