Kensington Community Services District
Board of Directors Meeting Minutes

Thursday, August 13, 2026
Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707

7:00 p.m. (Regular Meeting)

1. **Call to Order** [TS 0:51]

President Sylvia Hacaj called the regular meeting to order at 7:10 p.m.

2. **Roll Call** [TS 0:59]

Present: Directors Alexandra Aquino-Fike, Rick Artis, Sarah Gough, Sylvia Hacaj, Daniel Levine, Danielle Madugo, Rodney Paul, and Jim Watt.

Staff present: Interim General Manager (IGM) David Aranda, KCSD Consultant Mary Morris-Mayorga, Chief of Police Mike Gancasz, KCSD Consultant Raychel Jackson, and Clerk of the Board Lynelle M. Lewis.

3. **President's Comments** [TS 1:21]

President Hacaj welcomed attendees and announced that the closed session had been rescheduled for later that evening.

4. **Public Comment** [TS 1:37]

- Addressing the Board was Bill Lee who commented on the recent debate about FLOCK cameras and mentioned the positive impact of the cameras.

6. **PUBLIC HEARING** [TS 7:04]

President Hacaj opened the public hearing on fire hazard abatement at 7:23 p.m.

El Cerrito-Kensington Fire Department Battalion Chief Chase Beckman reviewed the initiation of the abatement process for specific parcels of property within District boundaries. Board members commented on the process and asked questions. The Board recommended the reference to Kensington Fire Protection District and Kensington Police Protection and Community Services District should be changed to Kensington Community Services District in the letters, documents, and the resolution.

There were no public comments. President Hacaj closed the public hearing at 7:25 p.m.

- Director Hacaj made a motion, seconded by Director Levine, that the Board of the Kensington Community Services District adopt Resolution No. 2026-16 to declare that weeds, rubbish, litter, and other flammable material on designated private properties constitute a public nuisance and providing for notice that the Fire Chief or designee shall abate such public nuisance if not abated by the property owner and change the district title to Kensington Community Services District throughout the document, carried by unanimous voice vote (8-0): (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt.

  Resolution No. 2026-16 – RESOLUTION OF THE BOARD OF DIRECTORS OF THE KENSINGTON COMMUNITY SERVICES DISTRICT DECLARING THAT WEEDS, RUBBISH, LITTER OR OTHER FLAMMABLE MATERIAL ON DESIGNATED PRIVATE PROPERTIES CONSTITUTES A PUBLIC NUISANCE AND PROVIDING FOR NOTICE THAT THE FIRE CHIEF OR DESIGNEE SHALL ABATE SUCH PUBLIC NUISANCE CONDITIONS IF NOT ABATED BY THE PROPERTY OWNER.

Consent Calendar [TS 17:44]

- Director Levine made a motion, seconded by Director Gough, to approve the Consent Calendar, carried by unanimous voice vote (8-0): (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt.

7. Approved the KCSD meeting minutes of June 22 (as amended) and July 9, 2026.

8. Approved Kensington Community Services District bills paid for July 2026.

9. Approved the July financials.

10. Received the Treasurer's Quarterly Report for the Kensington Community Services District (April 2026 through June 2026).

Police and Fire Chief's Reports

11. **Police Chief's Monthly Report**. [TS 18:34]

    Police Chief Mike Gancasz announced that the monthly report had been submitted as part of the agenda packet. He highlighted the following areas: a) noted a slight increase in traffic citations; b) meeting with Motorola regarding providing cameras in Kensington; c) the appointment of Officer Jose Fajardo as the Kensington Police Department's representative to the Contra Costa County Child Death Protocol Team; d) update on the CAPS accreditation program; e) success of the National Night Out events; f) near completion of backgrounds for three reserve officers; g) Police in the Park event scheduled for August 26th; and h) all officers have been trained on the new bail schedule. He responded to questions from board members.

12. **Fire Chief's Monthly Report**. [TS 23:13]

Director Hacaj announced the new protocol to streamline communications between the Fire Department and the KCSD is for information to go through the KCSD General Manager. Next, Chief Saylors reported that the monthly report had been provided in the agenda packet. He highlighted the following areas: a) improvements in the fire hazard inspection process; b) mutual aid efforts on large scale incidents; and c) meetings with the community and local agencies regarding red flag days. He responded to questions from the Board regarding the format and information provided in the monthly report (i.e., stations' response times, streamlining of graphs and charts, and activities at all locations not just Kensington).

Discussion and Action

13. **Approve Fiscal Year 2027 budget amendments as presented**. [TS 42:22]

IGM Aranda highlighted the requested changes to the Fiscal Year 2027 budget and responded to questions from the Board.

- Director Gough made a motion, seconded by Director Artis, to approve the Fiscal Year 2027 budget as presented with the noted amendments, carried by unanimous voice vote (8-0): (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt.

14. **Discussion of District Financial Accounts and Finances**. [TS 47:57]

IGM Aranda Director announced that Director Watt requested an update on the unrestricted cash of the District. Board members asked questions related to funds still being held by Contra Costa County and available cash reserves.

15. **A Fiscal Year 2026 review and comparison to Ridgeline projections**. [TS 52:21]

IGM Aranda announced that this is a non-action agenda item that provides information regarding the fiscal year that just ended, July 1, 2025, through June 30, 2026.

16. **A Fiscal Year 2027 review and comparison to Ridgeline projections**. [TS 55:27]

The General Manager and the Board discussed the findings. Director Artis asked to work with IGM Aranda on a comparison of Ridgeline's projections for the combined District with the current projections. The Board asked for an update once the work was completed.

17. **Approve FY 2026-2027 El Cerrito-Kensington Fire Services Contract Fee Schedule**. [TS 55:59]

KCSD Consultant Mary A. Morris-Mayorga presented background information on the recommended actions. She and El Cerrito Fire Chief Saylors responded to questions.

- Director Levine made a motion, seconded by Director Madugo, to approve the Fiscal Year 2026-2027 El Cerrito-Kensington Fire Services contract fee schedule, carried by unanimous voice vote (8-0): (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt.

18. **Authorize staff to develop a eucalyptus risk awareness and mitigation program**. [TS 1:12:56]

IGM Aranda said staff was seeking general approval to allow staff to work on the program and bring it back to the Board for approval in advance of incorporating the program into the FY 2027-28 budget. The Board, by consensus, directed staff to move forward and return to the Board.

19. **Approve the CalPERS retired annuitant hiring process and procedures for Kensington Community Services District**. [TS 1:20:58]

IGM Aranda presented the recommended action and highlighted portions of the procedures.

- Director Levine made a motion, seconded by Director Paul, to approve the CalPERS retired annuitant hiring process and procedures for Kensington Community Services District, carried by unanimous voice vote (8-0): (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt.

20. **Approve spending up to $11,000 on equipping the Public Safety Building with network infrastructure for the administrative offices**. [TS 1:23:04]

IGM Aranda presented the recommended action to approve a proposal to spend up to $11,000 to upgrade the network infrastructure in the Public Safety Building.

- Director Paul made a motion, seconded by Director Artis, to approve spending up to $11,000 to upgrade the IT System so that administrative staff can properly operate in the Public Safety Building, carried by voice vote (6-1-1): (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Madugo, Paul; NOES (Watt); ABSTAIN (Levine).

21. **Select an individual to replace the director seat left vacant by David Spath**. [TS 1:32:27]

IGM Aranda introduced two candidates: Adam Bastein and Ivan Boekelheide. It was noted that the appointee would serve until December 2026, when the November 2026 election process would determine the new director. Next, the Board conducted a question-and-answer period with the candidates.

- Director Hacaj made a motion, seconded by Director Madugo, to nominate Adam Bastein as a Director to fill the seat vacated by David Spath, carried by acclamation (8-0): (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, and Watt.

Reports & Director's Comments

22. **Emergency Preparedness Coordinator's Monthly Report**.

The report was included in the agenda packet.

23. **General Manager's Monthly Report**. [TS

The report was included in the agenda packet.

24. **KCSD Consultant's Monthly Report**. [TS

The report was included in the agenda packet.

25. **Directors' Comments**. [TS 1:52:34]

- Director Levine commented that the "red flag-no parking" sign has been placed on his street. He reminded attendees about the Food Truck Night in Kensington Park on August 14th.
- Director Hacaj commented that her daughter was happy to see the "red flag-no parking" signs.

26. **The Clerk of the Board Will Swear in the Newly Appointed Director**. [TS 1:53:30]

Clerk of the Board Lynelle M. Lewis administered the Oath of Office to the newly appointed Director Adam Bastein.

Convene to Closed Session [TS 1:55:29]

The Board convened to closed session at 9:07 p.m. to consider one item regarding public employee appointment (General Manager).

Announcement from Closed Session [TS 1:56:46]

At 10:21, President Hacaj announced that the Board gave direction to staff and there was nothing further to report out. She urged residents to keep their eye out for future special meetings.

Adjournment [TS 1:57:10]

President Hacaj adjourned the regular meeting at 10:22 p.m. She announced that the next regular meeting of the KCSD is scheduled for Thursday, September 10, 2026.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: September 10, 2026

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David Aranda, Interim General Manager

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Sylvia Hacaj, President of the Board

Item #07b

KENSINGTON COMMUNITY SERVICES DISTRICT
Board of Directors Meeting Minutes

Friday, August 28, 2026
Special Meeting
Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707

1. **Call to Order**

   President Sylvia Hacaj called to order the special meeting at 8:45 p.m.

2. **Roll Call**

   Present: Directors Rick Artis, Alexandra Aquino-Fike (arrived 10:05 a.m.), Adam Bastein, Sylvia Hacaj, Sarah Gough, Daniel Levine, Danielle Madugo, Rodney Paul, and Jim Watt.

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

   Consultant: Ian Schmutzler, Bob Murray & Associates.

3. **Special Meeting Agenda Item Public Comments**

   None.

4. **Convene to Closed Session**

   The Board convened to closed session at 8:46 a.m. regarding a public employee appointment (General Manager). At 12:23 p.m., President Hacaj announced that there was nothing to report and direction was given to staff and the consultant.

Adjournment

President Hacaj adjourned the special meeting at 12:34 p.m. The next regular meeting of the KCSD is scheduled for Thursday, September 10, 2026.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: September 10, 2026

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David Aranda, Interim General Manager

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President Sylvia Hacaj, President of the Board