

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES Thursday, September 12, 2024 Special & Regular Meeting

Special Meeting – 6:30 p.m. (Closed Session)

1. **Call to Order** [TS 1:14]

President Spath called the special meeting to order at 6:30 p.m.

2. **Roll Call** [TS 1:31]

Vice-President Aquino-Fike, Director Duggan, Director Gough, Director Hacaj, and President Spath were present at roll call.

3. **Special Meeting Agenda Item Public Comments** [TS 1:54]

None.

4. **Adjourn to Closed Session** [TS 2:18]

The Board adjourned to closed session to discuss one item.

5. **Report from Closed Session** [TS 32:40]

President Spath announced there was nothing to report.

Regular Meeting – 7:00 p.m.

1. **Call to Order** []

President Spath called the regular meeting to order at 7:02 p.m.

2. **Roll Call** [TS 32:48]

Vice-President Aquino-Fike, Director Duggan, Director Gough, Director Hacaj, and President Spath were present at roll call.

3. **President's Comments** [TS 33:06]

President Spath thanked Greg Christie of Bay View Refuse, Interim General Manager (IGM) Aranda, and Vice-President Aquino-Fike for their help with producing the newsletter that went to Kensington residents.

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4. **Public Comment** [\[TS 34:00\]](#)

None.

Consent Calendar [\[TS 34:19\]](#)

- Motion by Director Duggan, seconded by Vice-President Aquino-Fike, to approve the Meeting Minutes as presented, carried (5-0) by unanimous voice vote.
- Motion by Director Hacaj, seconded by Director Duggan, to approve receive the bills and financial statements, carried (5-0) by unanimous voice vote.

5. **Meeting Minutes for the regular meeting of August 8, 2024.**

Approved.

6. **Ratify the August 2024 Bills Paid and the July & August Financial Statements of 2024.**

Received and ratified.

Comments & Reports

7. **Police Chief's Monthly Report August 2024.** [\[TS 36:49\]](#)

Lieutenant Amit Nath presented highlights from the Police Chief's Monthly Report and responded to Director's questions.

8. **General Manager's Report.** [\[TS 44:08\]](#)

Interim General Manager Aranda reported on the Bay View Refuse and Recycling newsletter. He provided clarification about the language in his report regarding the new building noting that a location had not been determined. Mr. Aranda reported that the Kensington Cleanup event would take place September 10-16. Next, Greg Christie with Bay View Refuse and Recycling reported on inquiries regarding the cleanup. In concluding Mr. Aranda gave an update on the solid waste grant for recycling biosolids.

9. **Director Comments.** [\[TS 50:57\]](#)

- Director Gough encouraged the community to participate the following upcoming community events: Great Kensington Cleanup, Police in the Park on September 18th, and the KCC annual movie night on September 21st. She asked about the Community Center's pre and post renovation utilization statistics and asked how the District could earn more revenue from the facility.

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- Director Hacaj said she noticed the cleaning of the Center which was highlighted in the Parks Report. She asked how the District could better encourage utilization of the Community Center for rentals and suggested getting photos to market the facility.
- President Spath asked about pickleball participation at the park.
- Vice-President Aquino-Fike suggested including questions about the Community Center utilization in the future community survey.
- Director Duggan offered additional suggestions for improving facility usage (i.e. reaching out to organizations for hosting training events, advertising on sites such as Air B&B, Craig's List, and Next Door).

Discussion and Action

10. **Discussion and direction regarding an issue with the owner at 79 Arlington encroaching upon District property at 59 Arlington.** [[TS 59:24](#)]

Interim General Manager Aranda presented background information and asked the Board to approve allowing him to negotiate with the property owner at 79 Arlington in resolving the encroachment issue by selling a small portion of the 59 Arlington property at the current fair market value. Following discussion, the Board gave direction for the IGM to provide them with a visual survey of the property in order to understand how much land is being offered.

11. **Discussion and direction regarding the solid waste contract and pursuing a consultant in regard to cost of services and franchise fees.** [[TS 1:12:37](#)]

Interim General Manager Aranda asked the Board to allow KPPCSD and Bay View Refuse & Recycling to move forward with bringing a contract renewal for approval to the Board of Directors within the next 60 days, and with approval from the Board and Bay View, to waive the need to perform a cost study and franchise fee study until an appropriate time. The Board concurred with the recommended actions and asked that comparable rates be provided before extending the contract.

12. **Discussion and direction regarding the possible building site at 59 Arlington.** [[TS 1:29:02](#)]

IGM Aranda provided an update on conversations regarding the feasibility of a new district building sited at 59 Arlington. He pointed out that while the District had not received the full report from Mr. Kropp, he received an e-mail explaining that the property is free from faults but to beware of the terrain when it comes to grading for any building to go on the property. One cost would involve grading, retaining walls and infrastructure and the other cost would be for a three thousand square foot building. There was discussion about the costs for a custom building versus placement of a modular building. The Board requested cost estimates for both proposals.

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13. **Discussion and direction regarding moving forward with a professional firm that performs surveys and polling studies.** [\[TS 1:44:09\]](#)

IGM Aranda asked the Board to discuss the pros and cons of using a professional company for a community survey. The Board provided input about potential costs and scope of work. Following the discussion, the Board concurred to have President Spath work with a volunteer ad hoc group regarding the community survey.

14. **Discussion and direction regarding contracting with an emergency services consultant to write an emergency preparedness plan for the KPPCSD.** [\[TS 2:01:41\]](#)

IGM Aranda reported that he and Police Chief Gancasz met and discussed this project with Doug Pittman who provides emergency preparedness services to numerous agencies. While a formal proposal had not been submitted, Mr. Pittman would offer the services we are requesting for a retainer of \$3000 per month. Following discussion, there was consensus of the Board to hold off on a consultant and continue to work with KFPD on establishing a joint Emergency Preparedness Committee.

- Addressing the Board was Sylvia Elsbury who complimented Police Chief Gancasz and IGM Aranda for finding the consultant and commended the Board for keeping this topic alive.

15. **Discussion and direction regarding the financial consulting services the District uses and possibly changing providers.** [\[TS 2:12:27\]](#)

IGM Aranda presented the recommendation to approve authorizing the General Manager to move forward with an agreement with Melissa Klinect of Beyond Ledgers LLC for financial consulting services. Mr. Aranda pointed out his concerns regarding the accuracy of billable hours and also concerns for EideBailly's hourly rate in comparison with the level of financial help we need. The Board questioned the terms of the agreement, cost differential, scope of work, the dispute resolution process, and experience with government agencies. The Board concurred with the recommendation, but suggested that the KPPCSD General Counsel review the contract for the appropriate form.

Adjournment [\[TS 2:19:24\]](#)

President Spath adjourned the meeting at 8:48 p.m. The next regular meeting is scheduled for Thursday, October 10, 2024.

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SUBMITTED BY:

DocuSigned by:

Lynelle M. Lewis

Lynelle M. Lewis, District Clerk of the Board

APPROVED: October 10, 2024

Signed by:

David Aranda

David Aranda, Interim General Manager

Signed by:

David Spath

David Spath, President of the Board