

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, February 13, 2025

Regular Meeting – 7:00 p.m.

1. **Call to Order** [\[TS 1:13\]](#)

President David Spath called the meeting to order at 7:01 p.m.

2. **Roll Call** [\[TS 1:22\]](#)

Vice-President Alexandra Aquino-Fike, Director Cassandra Duggan, Director Sarah Gough, Director Sylvia Hacaj (arrived at 7:31 p.m.), and President David Spath were present at roll call.

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

3. **Public Comment** [\[TS 36:27\]](#)

- Robert McDonald, Troop 101, said he wanted to hear about John Macguire’s Eagle Scout project and his son was attending the meeting to meet the requirements of a merit badge.

4. **President’s Comments** [\[TS 28:11\]](#)

President Spath commented that 370 responses had been received from the community survey and encouraged more residents to complete the survey. He reported that a link had been added to the KPPCSD website.

Consent Calendar [\[TS 28:57\]](#)

President Spath pointed out a correction to the January 16, 2025 meeting minutes (page 2 of 3 under Item #4). The last sentence in the paragraph should read “such as” rather than “not just” the Outlook or East Bay Times.

- Motion by Director Duggan, seconded by Director Gough, that we approve the February Consent Calendar items, with a correction to the January 16th minutes, carried by unanimous voice vote (5-0).

5. **Approved Minutes of the Regular Meeting of January 9, 2025 and the Special Meeting of January 16, 2025 (as corrected).**

6. **Ratified the bills paid for January 2025.**

7. **Received and filed the revenue received for January 2025, financial budget to actual reports, and the balance sheet year to date.**

Comments & Reports

8. **Director's Comments.** [\[TS 31:11\]](#)

- Director Gough reminded residents that the Kensington survey is still open and pointed out the many ways to access the survey. She reported having a very positive meeting with Assemblywoman Buffy Wicks regarding the police and administrative offices, funding challenges, the earmark process, and reorganization efforts.

9. **Receive Police Chief's Monthly Report for January 2025.** [\[TS 10:53\]](#)

Police Chief Mike Gancasz reported that in January, the Kensington Police Department managed 1633 incidents, an increase from the 1472 incidents reported in December. Our officers took 1395 proactive actions, including 215 traffic stops, resulting in 144 citations to enhance roadway safety, up from 79 in December. Officers responded to 238 dispatched calls for service, a decrease from the 327 calls in December. The department produced 20 investigative reports, an increase from 18 the previous month. Officers investigated a felony commercial burglary and several misdemeanor crimes, including two hit-and-run collisions, petty theft, criminal threats, and a restraining order violation. Officers made three misdemeanor arrests, including the service of a bench warrant, a restraining order violation, and driving while suspended for DUI. Chief Gancasz responded to questions by board members regarding technology, staffing of officers in the field, and acknowledgement of police officers.

10. **Receive General Manager's Report.** [\[TS 39:03\]](#)

Interim General Manager Aranda summarized items covered in his report for January 1, 2025 through February 8, 2025. He noted the Recreation Center roof is leaking and we are soliciting bids for this work. He responded to questions from board members regarding the 6-month financial overview and the Bayview newsletter.

Discussion and Action

11. **Conduct swearing in ceremony and introduce new officer and new volunteer for the Kensington Police Department (KPD).** [\[TS 1:34\]](#)

Chief of Police Mike Gancasz introduced Walter "Walt" Gill, the second volunteer to join our program, and commented that he brings a wealth of experience and deep commitment to enhance the department's capabilities and outreach efforts. Next, he introduced the newest member of the KPD Officer Giovanni Gallo-Ruiz and provided background

information. He noted that this hiring makes the KPD fully staffed with ten dedicated officers to service our community. Chief Gancasz administered the oath of office and Officer Gallo-Ruiz was pinned. Board members welcomed Officer Gallo-Ruiz.

12. Adopt Resolution No. 2025-03, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Acknowledging The Eagle Scout Service Project Lead By John Hugh Macguire. [\[TS 22:28\]](#)

Interim General Manager Aranda presented the recommended action. President Spath read the resolution acknowledging John Hugh Maguire for his leadership, diligence, and commitment to this project and encouraged John Hugh Maguire to continue to be involved in the community of Kensington and the Kensington Police Protection and Community Services District. Board members thanked and congratulated Mr. Macguire for his community involvement.

- Motion by President Spath, seconded by Director Duggan, that the Board adopt Resolution No. 2025-03, a resolution of the Board of Directors of the Kensington Police Protection and Community Services District acknowledging the Eagle Scout service project lead by John Hugh Macguire of BSA Troop 101, carried by unanimous voice vote (5-0).

13. Adopt Resolution No. 2025-01, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Adopting The 2024 CONTRA COSTA COUNTY HAZARD MITIGATION PLAN – VOLUME II: KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT ANNEX. [\[TS 48:23\]](#)

Interim General Manager Aranda provided background information regarding the FEMA requirement for adopting a Hazard Mitigation Plan every five years for a governmental agency to qualify for FEMA and California OES Grant Money related to natural disasters and related to the prevention of loss of life and property due to natural disasters. The KPPCSD 2024 Hazard Mitigation Plan was part of the overall Contra Costa County Plan. Once the resolution is approved, it will be sent to the County who gathers all the resolutions and sends them to FEMA.

- Motion by Director Hacaj, seconded by Director Gough, that we adopt Resolution No. 2025-01, a resolution of the Board Of Directors of the Kensington Police Protection and Community Services District adopting the 2024 Contra Costa County Hazard Mitigation Plan – Volume II: Kensington Police Protection & Community Services District Annex, carried by roll call vote (5-0) as follows: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath); and NOES (None).

14. Adopt Resolution No. 2025-02, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Outlining The Policy For

Use Of Other Post-Employment Benefits (OPEB) Through The California Employers' Retiree Benefit Trust (CERBT). [\[TS 51:03\]](#)

Interim General Manager Aranda presented background for the recommended action.

- Motion by Director Duggan, seconded by Director Hacaj, that we adopt Resolution No. 2025-02, a resolution of the Board of Directors of the Kensington Police Protection and Community Services District outlining the policy for use of Other Post-Employment Benefits (OPEB) through the California Employers' Retiree Benefit Trust (CERBT), carried by roll call vote (5-0) as follows: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath); and NOES (None).

15. The KPPCSD Board of Directors provide direction to staff to notice and schedule a public hearing on March 13th at 6 p.m. to discuss reorganization in conjunction with the exercising of additional latent powers by the KPPCSD. [\[TS 1:01:09\]](#)

Interim General Manager Aranda provided background information on the need to notice and schedule a public hearing on March 13th at 6 p.m. to discuss reorganization in conjunction with the exercising of additional latent powers by the KPPCSD.

- Motion by Director Hacaj, seconded by Director Duggan, that the Board direct staff to notice and schedule a public hearing on March 13th at 6 p.m. to discuss reorganization in conjunction with the exercising of additional latent powers by the KPPCSD, carried by roll call vote (5-0) as follows: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath); and NOES (None).

Adjournment [\[TS 1:08:47\]](#)

President Spath announced that the meeting was adjourned at 8:08 p.m. He announced the Special joint meeting with the Kensington Fire Protection District on March 1st at 10 a.m. and the Public Hearing on March 13th at 6 p.m. The next regular meeting is scheduled for March 13, 2025.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: March 13, 2025

David Aranda, Interim General Manager

David Spath, President of the Board