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Date: July 11, 2024

To: Board of Directors

Submitted by: David Aranda, Interim General Manager

Subject: General Manager's Report for June 6, 2024, Through July 3, 2024

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The following items were addressed by the IGM:

- Finalized the 2025 Fiscal Year Budget.
- Completed the employee evaluation with the Chief of Police and finalized an extension to his contract.
- Continued working with Ridgeline on completing the fiscal analysis project.
- Continued communication with Mr. Kropp regarding the geotechnical work. See attached e-mail.
- Continued discussions with the County in attempt to finalize the money they are holding that belongs to the District.
- Finalized a contract extension with the City of Albany regarding dispatch service. The contract is attached.
- Continued communication in finalizing an extension with the City of El Cerrito regarding the licensing agreement that allows the modular building to remain on the City property.
- Met with Park maintenance contractor and reviewed various items that have been accomplished.
- Discussions with our solid waste contractor regarding the upcoming grant program, and other items involving solid waste. This includes determining that the solid waste clean-up week for 2024 will be the week of September 16, 2024. I have contacted Outlook regarding when information will be needed to properly notify the residents of this important event.
- Met with Mary of the Kensington Fire Protection District and addressed various items of interest for both entities.

**Attachments:**

- A. Kropp Email

**From:** Alan Kropp <[akropp@akropp.com](mailto:akropp@akropp.com)>  
**Sent:** Friday, June 28, 2024 5:58 PM  
**To:** David Aranda <[DAranda@kppcsd.org](mailto:DAranda@kppcsd.org)>  
**Cc:** patrick <[patrick@earthfocusgeology.com](mailto:patrick@earthfocusgeology.com)>  
**Subject:** RE: timeline?

David-

This is our anticipated schedule:

- Thursday, July 11 and Friday, July 12- Excavate trench
- Saturday, July 13 and Sunday, July 14- Trench logging
- Monday, July 15- Backfill trench and drill borings

At the start of our work, we will install a temporary fence around our work area; the fence will be removed at the completion of the work.

Let me know if you have any questions.

**Alan Kropp, G.E.**

President, Principal Engineer  
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**From:** David Aranda <[DAranda@kppcsd.org](mailto:DAranda@kppcsd.org)>  
**Sent:** Thursday, June 20, 2024 7:58 AM  
**To:** Alan Kropp <[akropp@akropp.com](mailto:akropp@akropp.com)>  
**Subject:** RE: timeline?

Ok, thanks for getting back to me. David.

David Aranda  
Interim General Manager

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**Kensington Police Protection & Community Services District**

510-526-4141 | Main  
510-960-0716 | Cell  
510-440-5410 | Fax

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**From:** Alan Kropp <[akropp@akropp.com](mailto:akropp@akropp.com)>  
**Sent:** Wednesday, June 19, 2024 5:50 PM  
**To:** David Aranda <[DAranda@kppcsd.org](mailto:DAranda@kppcsd.org)>  
**Subject:** RE: timeline?

David-

Sorry for the delay. Our geologist is still working out the details with our excavation subcontractor. I hope it will be worked out soon, and I will let you know when it does.

**Alan Kropp, G.E.**  
President, Principal Engineer  
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**From:** David Aranda <[DAranda@kppcsd.org](mailto:DAranda@kppcsd.org)>  
**Sent:** Tuesday, June 18, 2024 11:24 AM  
**To:** Alan Kropp <[akropp@akropp.com](mailto:akropp@akropp.com)>  
**Subject:** timeline?

Alan. Have you been able to develop a timeline for the work you are going to do on Arlington? I have directors asking me. David.

David Aranda  
Interim General Manager

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## Kensington Police Protection & Community Services District

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# Kensington Police Protection & Community Services District

Date: July 11, 2024

To: Board of Directors

From: Rosa Ruiz

Subject: Parks Report

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The District Office was closed on Thursday, July 04, 2024, in observance of Independence Day.

## **Community Center:**

Private events at the center are slower than usual this month, but a successful June was in full effect, which also applies to the reservations at the picnic site. Hopefully, it will pick up.

1. Last year, Smart Windows Cleaning provided services at the rec building and CC. This type of service usually happens in August since there are about two to three weeks between summer camp and the start of fall classes. The following areas are to be serviced:
  - Deep cleaning of the floors.
  - Window washing, inside and outside.
  - Power or pressure washing the outside of buildings and concrete floors that lead to the building.
2. A Master lock chain and a key were purchased for the BBQ grill alongside the community center. There have been multiple incidents of children playing with the grill plates and lever, using the lever as a toy, pulling it up and down, and causing it to break off. Fernando has replaced this part many, many times throughout this year only. Summer campers use this grill every Friday. The lock for this lever shares the same key as the annex building, too avid more keys. Hopefully, this solves this recurring issue.



# Recreation Office Report prepared by Jenny Parks Kensington Community Council July 1, 2024

## KCC Summer Camp:

KCC offered 10 weeks of Summer Camp. Beginning June 10<sup>th</sup> and running through August 16<sup>th</sup>.

We have 550 campers enrolled over the summer.

We hired 17 counselors for camp, 11 new counselors and 6 past CIT or new hires.

We have 18 CITs (counselors in training)

12 Summer Camp partial scholarships were awarded

## KASEP:

The last Spring KASEP class was May 30<sup>th</sup>, 2024

Fall brochure of class will be available August 15<sup>th</sup> - We are going to make Wednesday schedule same as other days -2:30-5:00.

Fall Registration is set for August 27<sup>th</sup>, 2024- Classes begin week of Sept. 9<sup>th</sup>.

We will offer 2 weeks of afterschool camp. Week of August 26<sup>th</sup> and the week of Sept. 3<sup>rd</sup> 2:30-5:00pm prior to the start of KASEP classes.

## Adult Classes - Summer Schedule

Tai Chi with Nobuo Nishi remains on Wednesdays & Fridays 9:30-11am -Community Center - \* No classes week of July 22nd

Strength & Balance Yoga Tuesdays 8:30am - Canceled Thursday Class.

Cardio Dance Class moved to Thursday 10am-11am Community Center -No class 7/4

Cooking with April Summer Series Tuesdays 6-8pm in the Community Center

June 18<sup>th</sup> - Pickling vegies & fruit

July 9<sup>th</sup> - How to use up all of your summer fruit

July 23<sup>rd</sup> - Basic fermentation & pickles

## KCC & Other:

- Meeting scheduled with Good Guest Kensington to see how we can work together.
- A maintenance request to District to repair the front door that had the hinges come lose and it was repaired the next day.
- 5/21 - someone pulled on the hose too hard and broke the connections, the water to the building was turned off temporarily. I notified Fernando and he came and repaired it and turned the water back on.
- The new fencing and signage has been good at keeping kids off the hillside by the BB court.
- KCC Fall Movie Night is scheduled for September 21<sup>st</sup>, 2024
- KCC Fall Picnic is scheduled for October 20<sup>th</sup>, 2024