

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, May 11, 2023

Special & Regular Meeting (Hybrid)

Special Meeting – 6:00 p.m.

Call to Order [TS 1:17]

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

Roll Call [TS 1:29]

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.

Discussion Only

1. **Update from the KPPCSD Police Department & District Office Permanent Location Committee on Joint Occupancy of the Public Safety Building (PSB).** [TS 1:51]

President Aquino-Fike presented background on the efforts to explore joint occupancy of the PSB, and offered thanks to the community, experts, staff and colleagues for their partnership in exploring the many complex issues. Vice-President Gough presented an update on the key findings and conclusions of the Committee. She highlighted the following: formation of the Committee; primary questions on joint occupancy for Kensington Fire Protection District (KFPD); Kensington Police Department (KPD) space needs analysis and key findings; input from experts; dual-site concept analysis and key findings; input from experts; financial costs of joint occupancy versus several other options; impact of joint occupancy in the PSB on services; and the feasibility and timing of joint occupancy.

The Committee's Key Findings:

- 1) The KPD should be housed under one roof; no separation of core functions.
- 2) Given where we are today, with construction well underway, the inflexibility of the plan for the PSB, the information we had to access, the current KPD core functions cannot fit into the PSB under any occupancy scenario.
- 3) A return of the KPD to the PSB would likely require unacceptable compromises to the quality of police services.
- 4) Joint occupancy is not a low cost option and highly unlikely to be our lowest option.
- 5) Pursuit of joint occupancy of the PSB at this point in time poses other unnecessary risks to the KPPCSD and KFPD.

KPPCSD Board Meeting Minutes

May 11, 2023

Page 2 of 6

Conclusion:

- Continuing to seek police space in the PSB is no longer a reasonable path forward.
- Therefore, this Committee will not recommend a return of the KPD to the PSB.
- Instead, we will focus our Committee efforts only on options that that will allow our police department to remain together in 1 location in Kensington and able to provide the level of service we now expect.

Board members presented comments on the report and provided suggestions on plans to move forward.

Public Comments [TS 49:20]

- Addressing the Board were the following persons: 1) Lin Due commented that the Unitarian Church parking lot is on the border of El Cerrito; 2) [name not given] expressed disappointment that joint occupancy is not an option, thanked the committee for their work, and urged further review of consolidation; 3) Candy Copogrossi thanked the committee for the analysis; 4) Julie Stein, KFPD Board President, asked that the Candance Wong estimate, Jim Watt’s proposal, Steve Simpkins analysis, and the presentation should have been made public, and expressed concern about the 3-minute time limit; 5) Paul Dorroh asked about the number of attendees; 6) John Gaccione requested a copy of the report, and asked how much the District has to spend on a new facility; 7) Pat Gillette asked if KPPCSD has the money to pay for any of the options and expressed support for consolidation; 8) Elaine Stelton suggested investing in the Annex Building; 9) Rob Firmin congratulated the committee on the thorough analysis; and 10) Andrew Reed suggested obtaining a financial analysis for a phased approach.

Adjournment [TS 1:17:22]

President Aquino-Fike adjourned the special meeting at 7:18 p.m.

Regular Meeting – 7:00 p.m

1. Call to Order [1:25:33]

President Aquino-Fike called the meeting to order at 7:26 p.m.

2. Roll Call [TS 1:25:43]

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.

DS AAF DS DA DS LML

KPPCSD Board Meeting Minutes

May 11, 2023

Page 3 of 6

3. **President's Comments** [[TS 1:31:03](#)]

- Director Duggan commented that an update on the long-term legal protection of the park would be forthcoming.
- Director Hacaj asked if consideration of the KCC contract could be moved up on the agenda ahead of the budget discussion.
- Vice-President Gough commented that there is on the positive energy in the community.

4. **Public Comment** [[TS 1:26:00](#)]

- Addressing the Board were the following persons: 1) Ryan Lau, AC Transit External Affairs Representative, asked the Board to encourage residents to take a transit survey; and 2) Pat Gillette urged the fire and police boards to work together.

Comments & Reports

5. **Police Chief Report.** [[TS 1:33:09](#)]

The report was filed with the agenda packet.

6. **General Manager's Report.** [[TS 1:33:17](#)]

Interim General Manager Aranda announced that his report was filed with the agenda packet. Additionally, the KCC Recreation Office Report for May 1, 2023 was filed online.

Consent Calendar [[TS 1:33:38](#)]

- Motion by Director Duggan, seconded by Director Spath, to adopt the Consent Calendar items, carried (5-0) by the following roll call vote as follows: AYES (Duggan, Gough, Hacaj, Spath, and Aquino-Fike); NOES (none); ABSTAINED (none); ABSENT (none).
8. Approved the Special and Regular Meeting Minutes of April 13, 2023.
9. Ratified the April 2023 bills paid.

Discussion and Action

10. **Approve Resolution No. 2023-05, A Resolution of the Board of Directors for KPPCSD Honoring William Driscoll for his Outstanding Service to the Community of Kensington.** [[TS 1:35:21](#)]

Interim General David Aranda introduced William Driscoll and read the resolution of appreciation. The Board thanked Mr. Driscoll for his service to the community and his work over the years.

DS
allf

DS
Da

DS
LMJ

KPPCSD Board Meeting Minutes

May 11, 2023

Page 4 of 6

- Motion by Director Duggan, seconded by Director Hacaj, to approve Resolution No. 2023-05, carried (5-0) by voice vote.

Resolution No. 2023-05 – A Resolution of the Board of Directors for Kensington Police Protection and Community Services District Honoring William Driscoll for His Outstanding Service to the Community of Kensington.

11. **Discussion of the Proposed Budget for 2024 (July 2023-June 2024) and Approval to Publish A Notice of Public Hearing for June 8, 2023.** [[TS 1:58:03](#)]

Interim General David Aranda highlighted the recommended action. Board members asked questions and provided comments on the proposed budget. The Board asked questions about the budget.

- Motion by President Aquino-Fike, seconded by Director Duggan, to direct staff to publish a notice of public hearing regarding the proposed budget for 2024 to be held at the June 8th board meeting at 6:00 p.m., carried (5-0) by voice vote.

12. **Approve A Contract Between KPPCSD and Kensington Community Council Effective July 1, 2023 and Approve Extending the Existing Contract Through June 30, 2023.** [[TS 1:40:50](#)]

Director Hacaj presented an overview of the proposed agreement and the recommended action to approve extending the existing contract between the KPPCSD and the KCC through June 30, 2023 and approve a new contractual agreement between KPPCSD and KCC effective July 1, 2023.

– Addressing the Board were the following persons: 1) Lynn Wolter asked where a recreational fitness program falls under the new KCC contract and 2) Vida Dorroh applauded the Board for bringing this contract to closure.

- Motion by Director Hacaj, seconded by Director Duggan, that the Board adopts the agreement that is before us between the KPPCSD and the Kensington Community Council for educational and recreational services with the changes that were outlined, carried (5-0) by voice vote.

13. **Approve Recommendations Related to the Approval of the Annual Kensington Park Assessment Park Assessment District Levy and Adopt Three Resolutions for Fiscal Year 2023-24 to collect the annual Kensington Park Assessment Pursuant to the Landscaping and Lighting Act of 1972 as follows: (1) Resolution No. 2023-06 Initiating Proceedings For The Levy And Collection Of Assessments For The Kensington Park Assessment District for Fiscal Year 2023-24; (2) Resolution No. 2023-07 Approving The Engineer’s Report For The Kensington Park Assessment District For Fiscal Year 2023/24; and (3) Resolution No. 2023-08 Declaring the District’s Intention To Levy And Collect Assessment For The Kensington Park Assessment District for Fiscal Year 2023-24.** [[TS 2:12:35](#)]

Interim General David Aranda highlighted the recommended actions.

DS
aaF

DS
Da

DS
LML

KPPCSD Board Meeting Minutes

May 11, 2023

Page 5 of 6

- Motion by Director Hacaj, seconded by President Aquino-Fike, to adopt Resolution No. 2023-06, for the levy and collection of assessments for the Kensington Park Assessment District for Fiscal Year 2023-24, carried (5-0) by voice vote.

Resolution No. 2023-06 – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Initiate Proceedings For The Levy And Collection Of Assessments For The Kensington Park Assessment District for Fiscal Year 2023-24.

- Motion by Director Spath, seconded by Director Duggan, to adopt Resolution No. 2023-07 approving the Engineer’s Report for the Kensington Park Assessment District For Fiscal Year 2023/24, carried unanimously (5-0) by voice vote.

Resolution No. 2023-07 – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Approve The Annual Report For The Kensington Park Assessment District For Fiscal Year 2023-24.

- Motion by Director Duggan, seconded by Director Gough, to adopt Resolution No. 2023-08 declaring the District’s intention to levy and collect assessment for the Kensington Park Assessment District for Fiscal Year 2023-24, carried unanimously (5-0) by voice vote.

Resolution No. 2023-08 – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Declare the District’s Intention To Levy And Collect Assessment For The Kensington Park Assessment District for Fiscal Year 2023-24.

14. **Discussion and Approval of Director David Spath Continuing to Serve on the KFPD’s Emergency Preparedness Committee and Request of KFPD that He Remain on That Committee.** [[TS 2:16:00](#)]

Board members thanked Director Spath for serving and representing the KPPCSD Board.

- Addressing the Board was Kensington Fire Protection District Board Member and Chair of the Emergency Fire Preparedness Committee Larry Nagel who thanked Director Spath for his service on the Committee.

15. **Approval of Resolution 2023-09, A Resolution from the Board of Directors of Kensington Police Protection & Community Services District Inviting The Kensington Fire Protection District To Jointly Move Forward In Exploring Consolidation Of The Two Agencies.** [[TS 2:21:09](#)]

- Motion by Director Duggan, seconded by Director Hacaj, to adopt Resolution No. 2023-09 inviting the Kensington Fire Protection District to jointly move forward in exploring consolidation/reorganization of the two agencies into one district, carried (5-0) by voice vote.

DS
aaf

DS
Da

DS
LML

KPPCSD Board Meeting Minutes

May 11, 2023

Page 6 of 6

Resolution No. 2023-09 – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Inviting the Kensington Fire Protection District to jointly move forward in exploring Consolidation of the two agencies.

16. Authorization To Enter Into A Lease/Purchase Agreement For The Procurement Of One Hybrid Police Vehicle. [[TS 2:25:50](#)]

Interim General Manager David Aranda provided background information and answered questions related to this item.


- Motion by Director Hacaj, seconded by Director Spath, to authorize the District staff to enter in a lease/purchase agreement for the procurement of one hybrid police vehicle, carried unanimously (5-0) by voice vote.

Adjournment [[TS 2:31:53](#)]

The next regular meeting is scheduled for June 8, 2023.


President Aquino-Fike adjourned the meeting at 8:32 p.m.

SUBMITTED BY:

DocuSigned by:

8483B78934AA4FC...

Lynelle M. Lewis, District Clerk of the Board

APPROVED: July 13, 2023

DocuSigned by:

BF2F2EF878F64E9...

David Aranda, Interim General Manager

DocuSigned by:

9B1775A4B032410...

Alexandra Aquino-Fike, President of the Board