



Date: July 9, 2026
To: Board of Directors
From: David Aranda, Interim General Manager
Subject: General Manager's Report for June 2026

The following items were addressed for the month of June:

- Interaction with county elections, legal counsel and board members regarding the upcoming election and the vacant seat left by Director Spath's resignation.
- Coordinating a special meeting for a closed session and board seat decisions.
- Discussion with the path keepers regarding a follow up to the capital work that was done on the paths and a discussion about the future for the paths.
- Meeting with residents on Sunset regarding various issues regarding their street.
- Set up and attended a meeting with the IT staff from the City of El Cerrito, the district's IT person and staff and consultants in order to understand the set up in the public safety building for IT use for fire and what the district needs for setting up administrative use in the building and moving email addresses to the kensingtoncsdca.gov address.
- Discussions with various individuals about the October parade.
- Discussions with various individuals about the food truck event that is happening on the second Friday each month during the summer.
- Discussions and investigations regarding use of the annex building.
- On going discussions and coordination regarding integrating the fire website into the KCSD website.
- Discussion with the emergency preparedness coordinator and Mary about vegetation issues in the district, a publication for Kensington and other emergency preparedness items.

General Manager's Report

July 9, 2026

Page 2 of 2

- Attended the EPC meeting via zoom.
- Met with a group of individuals that volunteered to perform a “house hardening” report on the buildings in Kensington Park. See the report in the agenda packet.
- On going communication with the county regarding the no parking on red flag day program.
- Communication with the recruiter from Bob Murray and Associates.
- Reviewed the SDRMA workers compensation, property, liability, auto and earthquake insurance premium for 2027.
- Communication with the City and the Fire Chief regarding the El Cerrito budget and the fees that the City will be charging the district for the fire contract reconciliation fee.

Exhibit(s)

- Parks Report – June
- KPOA Wildfire Evacuation Drill Letter
- KPOA Request for Community Evacuation Drill
- Kensington Pathkeepers Annual Report



Kensington Community Services District

DATE: July 9, 2026
TO: Board of Directors
FROM: Rosa Ruiz, Administrative & Park Coordinator
SUBJECT: Administrative & Park Coordinator Report

As a friendly reminder, the Contra Costa County Public Works Department will once again be performing storm drain repair work on Arlington Avenue between Coventry Road and Amherst Avenue. This work is scheduled to begin on Monday, July 13, 2026, and will continue through Tuesday, August 11, 2026, from 9:00 AM to 4:00 PM. Since the school year does not start until August, Tuesday 18, please plan accordingly to avoid delays or frustration while traveling through the area.

Stay informed by checking for updates posted by the Police Department via Everbridge and the Nexdoor app.

PSB

The annual fire sprinkler inspection was conducted on Monday, July 1. The inspection was completed successfully, and the foreman reported no deficiencies or issues with the fire sprinkler system.

Center

The Kensington Fire Department had the opportunity to host a CERT Bootcamp on Monday, June 29, at the Kensington Community Center. The KASEP Summer Camp graciously made space available for the Fire Department to conduct this informative refresher training. The bootcamp provided participants with the opportunity to review essential CERT skills and reinforce emergency preparedness within the community.

Park

As the weather continues to warm up, reservations for the picnic sites have steadily increased throughout July. This increased demand reflects the community's growing use of the Kensington Community Center's outdoor amenities during the summer season.



July 2, 2026

Dear Kensington Community Service District Directors,

On behalf of Kensington families and community residents who have expressed their priorities for wildfire preparation and prevention efforts the Kensington Property Owners Association recommends that Kensington Police and Fire Departments conduct another evacuation drill. We believe the drill that occurred in April 2022 was useful in educating the community on available evacuation routes and it identified bottlenecks along these routes. Given the continuing risk of wildfire and influx of new residents, we think it would be an excellent way to help Kensingtonians prepare for the event that we hope never happens, but realistically could occur and from any direction.

We believe that practicing what to do in an emergency is an effective means to prepare for an actual emergency. We also know that participation in the 2022 evacuation was well under 20%* so it seems wise to give our community another chance to practice.

Drill features could measure the impact of a number of different scenarios including:

- Red Flag Day Parking restrictions activated
- Evacuations by zone to determine what issues occur
- Test of firefighters and police coming up the hill while cars are leaving - similar to an emergency evacuation during a high wind event
- Testing of community alerts

We know this is a large undertaking for fire and police staff and we are extremely grateful for their service to do this exercise. We have raised this idea with fire and police staff and believe they are supportive of this idea so we think it may be a good time for KCSD to request implementation. It's been four years since the last drill -- we believe it is important to do another drill again!

Thank you for your consideration.

Sincerely,

Gail Feldman, KPOA President and the KPOA Board of Directors

Cc: Chief Mike Gancasz
Chief Eric Saylor
David Aranda
Johnny Valenzuela, EPC
Emergency Preparedness Committee, KCSD


* Based on the [2022 KFPD Operational Report and Survey Results](#)



POLICE DEPARTMENT

Mike Gancasz, Chief of Police

MEMORANDUM

DATE: July 6, 2026
TO: D. Aranda, General Manager
FROM: M. Gancasz, Chief of Police 
SUBJECT: KPOA Request for Community Evacuation Drill

I have reviewed the July 2, 2026 correspondence from the Kensington Property Owners Association (KPOA) requesting that the District conduct another community evacuation drill similar to the exercise held in April 2022.

I appreciate the Association's continued focus on community preparedness and agree that evacuation planning remains an important component of Kensington's wildfire readiness strategy. Given the continued wildfire risks facing the community and the turnover of residents since the 2022 exercise, there is value in periodically evaluating evacuation procedures, public notification systems, and community readiness.

As we consider this request, it is useful to review how other California communities have approached similar evacuation exercises and what lessons they have learned.

In April 2025, the City of Mill Valley conducted a large-scale community evacuation drill involving approximately 300 residents and more than a dozen participating agencies. The exercise was designed to test traffic flow, communications systems, and community preparedness. According to the Mill Valley Police Department's After-Action Report, the exercise required extensive planning and coordination among police, fire, public works, emergency preparedness personnel, and numerous partner agencies. The report identified both successes and improvement opportunities, including communications challenges, public alerting issues, equipment deployment concerns, and areas where community preparedness could be strengthened. Despite significant planning efforts, participation represented only a small percentage of the city's total population. The principal lesson learned was that meaningful evacuation exercises require substantial staff time, interagency coordination, and follow-up evaluation to produce measurable preparedness benefits.

Other California communities have adopted alternative approaches that achieve preparedness objectives while minimizing demands on police and fire personnel. In 2025 and 2026, the City of Piedmont implemented a household-based wildfire evacuation exercise in which residents completed a structured at-home evacuation planning activity using videos, worksheets, and

10940 San Pablo Ave • El Cerrito, CA 94530

Main: 510-526-4141 • Fax: 510-526-1028

www.kppcsd.org



scenario-based discussion prompts. The exercise focused on family preparedness, evacuation decision-making, alert notifications, route planning, and household emergency planning without requiring a full-scale field deployment of public safety personnel. This approach allowed the City to engage a broad segment of the community while significantly reducing staffing and operational impacts.

Similarly, the Town of Los Altos Hills incorporates a phased exercise strategy within its evacuation planning documents. Rather than immediately conducting full-scale evacuations, the Town identifies a progression of exercises beginning with tabletop exercises, functional exercises, and limited field exercises before considering larger-scale community evacuations. The Town's evacuation plan further recommends that each exercise be followed by a formal After-Action Report and Improvement Plan to ensure lessons learned are documented and incorporated into future planning efforts.

These examples demonstrate that California jurisdictions are increasingly utilizing scalable preparedness models that balance preparedness objectives against staffing limitations and operational realities. They also demonstrate that successful exercises require significant planning, coordination, and post-exercise evaluation.

From a Police Department perspective, a community-wide evacuation drill would require substantial staff involvement during both the planning and operational phases. Given the Department's limited staffing levels and existing public safety responsibilities, participation in a large-scale exercise would require overtime expenditure and place additional demands on personnel who already maintain full-time operational responsibilities. Similar impacts would likely be experienced by fire personnel.

The District currently employs an Emergency Preparedness Coordinator whose position is specifically intended to support emergency planning, preparedness initiatives, public outreach, training, and exercise coordination. Should the District wish to pursue a future evacuation exercise, I believe the Emergency Preparedness Coordinator should serve as the lead project coordinator, with police and fire personnel providing operational input and subject matter expertise as necessary. This would align responsibility for the project with the position established to manage emergency preparedness efforts while allowing public safety personnel to focus on operational support rather than primary project management responsibilities.

If the Board wishes to further evaluate the KPOA proposal, I recommend directing the Emergency Preparedness Coordinator to develop a comprehensive exercise proposal for Board consideration. Such a proposal should include:

- Exercise objectives and desired outcomes.
- Recommended exercise format (tabletop, household-based, zone-specific, or community-wide).
- Participating agencies and stakeholder responsibilities.
- Staffing requirements and anticipated overtime costs.
- Public outreach and participation strategies.
- Communications and alerting objectives.



- Evaluation methodology and after-action reporting process.
- Lessons learned from the District's 2022 evacuation exercise.

This approach would allow the Board to evaluate the expected preparedness benefits against the operational and financial resources required to conduct the exercise.

The Police Department remains committed to supporting reasonable efforts that enhance community preparedness and public safety. However, any future evacuation exercise should be carefully planned, appropriately resourced, and coordinated through the District's emergency preparedness program to ensure that it achieves meaningful objectives while minimizing impacts on essential public safety services.

Respectfully submitted,

M. Gancasz

Chief of Police
Kensington Police Department

Research References

Mill Valley Evacuation Drill and After-Action Report:

https://cityofmillvalley.granicus.com/MetaViewer.php?clip_id=2082&meta_id=101250&view_id=2

Mill Valley Community Evacuation Drill Overview:

<https://www.cityofmillvalley.gov/m/newsflash?cat=14>

Piedmont Wildfire Evacuation Exercise:

https://piedmont.ca.gov/services__departments/fire/disaster/wildfire/evacuationexercise

Piedmont At-Home Evacuation Exercise:

https://piedmont.ca.gov/services__departments/fire/disaster/wildfire/EvacuationExercise/evacuationexercise-at-home-activity

Los Altos Hills Evacuation and Repopulation Plan:

<https://www.losaltoshills.ca.gov/DocumentCenter/View/2322/LAH-Evacuation-Plan-PDF>

California Office of Emergency Services (Cal OES) After-Action Reporting Guidance:

<https://www.caloes.ca.gov/office-of-the-director/operations/planning-preparedness-prevention/planning-preparedness/after-action-corrective-action-reporting/>

Kensington Pathkeepers Annual Report

Fiscal Year 2025–2026

July 1, 2025 – June 30, 2026

Mission

The Kensington Pathkeepers are an informal group of residents dedicated to securing Kensington's public paths under public ownership and assisting with their ongoing maintenance, improvement, and stewardship.

The Pathkeepers Steering Committee meets monthly to coordinate projects, volunteer activities, community outreach, and long-term planning for Kensington's eleven public paths.

FY 2025–2026 Highlights

During the fiscal year, the Kensington Pathkeepers partnered closely with the Kensington Community Services District (KCSD) to improve the safety, accessibility, and public awareness of the District-owned Ardmore, Beloit, and Coventry (ABC) paths.

Major accomplishments included:

- Completed Phase 1 safety improvements on all three ABC paths
- Assisted KCSD with project planning, contractor selection, and field review
- Organized three volunteer path clean-up days
- Conducted two public walking tours
- Published five articles in the *Kensington Outlook*
- Updated the Kensington Path Map and brochure
- Updated the Pathkeepers website
- Presented a public program at the Kensington Library
- Served as Grand Marshals of the Kensington Community Council Parade
- Established volunteer documentation procedures with KCSD
- Secured nonprofit partnership allowing tax-deductible donations

District-Owned ABC Paths

On June 12, 2025, the Kensington Community Services District accepted ownership from Contra Costa County of five block segments comprising the Ardmore, Beloit, and Coventry paths. Since acquisition, the Pathkeepers have worked closely with KCSD to identify needed improvements, organize volunteer support, and assist with project implementation while continuing community education and stewardship.

Phase 1 Path Improvements

Based on previous engineering studies and detailed field reviews, the Pathkeepers identified the highest-priority improvements needed to improve safety and usability.

Working with the Interim General Manager, the Pathkeepers obtained multiple contractor bids and prepared a presentation for the KCSD Board outlining recommended improvements and estimated costs.

On January 8, 2025, the KCSD Board approved funding of up to **\$65,000** (\$35,000 County funds and \$30,000 District funds).

Improvements completed

- Installation of metal handrails at stairways
- Concrete paving repairs
- Concrete accessibility ramps to reduce trip hazards

Pathkeepers volunteers assisted with field installation of the handrails. Field reviews for concrete improvements were conducted by Fernando Herrera on behalf of KCSD.

Project Cost

Final construction cost: \$57,465

(See attached construction summary and photographs.)

Volunteer Path Clean-Ups

Three community volunteer workdays were organized during the year.

Date	Path
October 25, 2025	Ardmore
March 21, 2026	Beloit
June 27, 2026	Ardmore

Community Outreach and Education

Walking Tours

Two public walking tours highlighted the history and significance of Kensington's eleven public paths.

Tours were led by Rodney Paul, Kensington Pathkeepers Steering Committee member and KCSD Board Director.

Date	Attendance
July 26, 2025	20 People
March 14, 2026	30 People

Kensington Outlook

Five articles and letters informed residents about public path ownership, volunteer opportunities, construction progress, and educational programs.

Published articles included:

- KPPCSD Takes Public Ownership of Paths and More
 - Celebrate Paths Public Ownership with Walk, Party
 - A New Day for Kensington Paths
 - Handrails, Pavement Improvements on the Paths
 - News of Kensington's Paths / August Walking Tour
-

Email Communications and Contact with Path Neighbors

Quarterly email updates were distributed to nearly **300 subscribers**, providing information about District meetings, volunteer opportunities, and path activities.

Additionally, the Pathkeepers regularly engage with most everyone walking on the paths when we are present and especially with the adjacent neighbors. As example, prior to construction, notices were developed and hand distributed informing the neighbors of the upcoming improvements and any temporary disruptions. One of our primary goals is for the paths to be a good neighbor to those living on its edges. Open communication and joint problem solving with district representatives when issues arise is an important component of that goal.

Path Map and Brochure

The Kensington Path Map and brochure were updated and reprinted for free public distribution.

Website

The Kensington Pathkeepers website was updated to reflect KCSD ownership of the Ardmore, Beloit, and Coventry paths.

Kensington Community Council Parade

The Kensington Pathkeepers were honored to serve as **Grand Marshals** of the Kensington Community Council Parade on October 19, 2025.

Kensington Library Program

On July 25, 2025, Rodney Paul and John Gioia presented a public program on Kensington's walking paths at the Kensington Library. Attendance exceeded 30 participants.

Volunteer Coordination

Working with KCSD staff, the Pathkeepers helped establish the District's volunteer authorization process, including sign-in procedures, daily work logs, project tracking, and volunteer hour documentation.

Volunteer Contributions

Although the Pathkeepers meet monthly, conduct path evaluations and discuss numerous issues related to the paths, only those hours primarily supporting the District-owned ABC paths are totaled below:

Activity	Hours
Phase 1 – Planning, bidding and construction	65
Path clean-ups	46
Walking tours	10
Outlook articles	15
Volunteer coordination	8
Total Volunteer Hours	144

Estimated value of volunteer services:

144 hours × \$30/hour = \$4,320

Partnerships

On March 18, 2026, the Kensington Pathkeepers became a partner organization of Berkeley Partners for Parks.

This partnership provides nonprofit fiscal sponsorship, allowing the Pathkeepers to accept tax-deductible donations while systems are being developed for online fundraising.

Looking Ahead

The Kensington Pathkeepers look forward to continuing their partnership with KCSD to maintain, improve, and promote Kensington's public paths through volunteer stewardship, community engagement, and future capital improvements.

Kensington Pathkeepers/KCSD Activity Log (FY 2025/2026)

Path Name & Segment	Metal Handrail (Linear Feet)	Concrete Paving (Square Feet)	Concrete Ramp Edges (Linear Foot)	Path Clean-up	Other
Ardmore Upper			Inc. in Lower Ardmore	2	
Lower Ardmore		333 SF	50 LF		
Coventry	15 LF	175 SF	100 LF		
Beloit Upper	140 LF				
Beloit Lower	260 LF			1	Bench Removal
Totals for FY 2025-2026					
Activity		Total			
Metal Handrail		415 LF			
Concrete Paving		508LF			
Concrete Ramp Edges		150 LF			
Clean-ups		3			
Other		Bench Removal			

EXAMPLES OF IMPROVEMENTS



Beloit Lower - Before Handrail



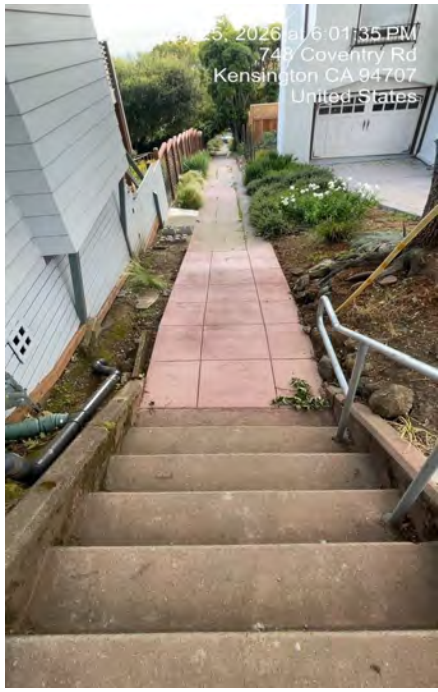
Beloit Lower - After with Handrail



Beloit lower - Before Handrail



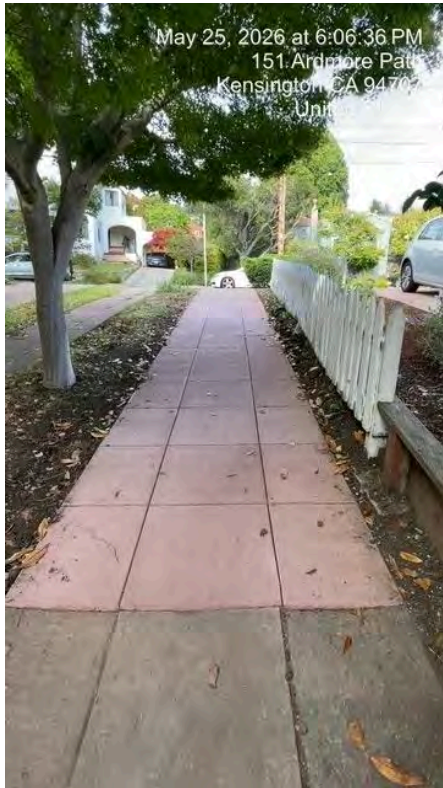
Beloit lower - After with Handrail



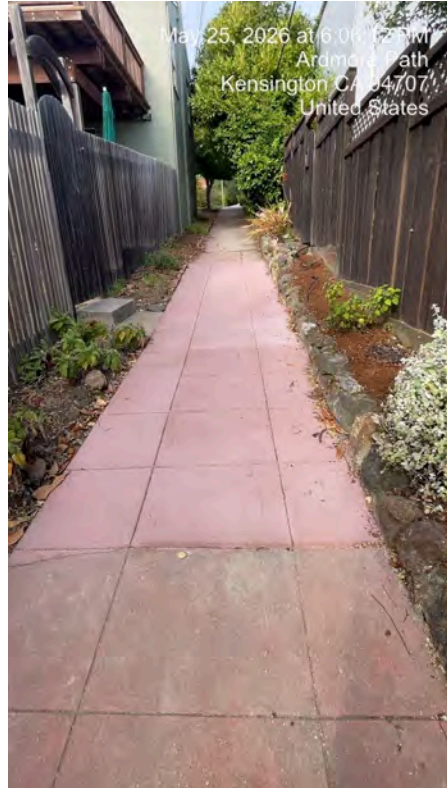
Coventry New Handrail and Concrete



Coventry - New Concrete



Ardmore Lower - New Concrete



Ardmore Lower - New Concrete

Kensington Paths				
ABC Paths Phase 1 Construction Log				
9-Jun-26				
Contractor	Service	Bid/Expense		Notes
Arbor Vision Inc	Arborist	\$ -		No charge for tree evaluation
Bailey Fence	Handrails	\$ 34,495		Bid
Bailey Fence	Change Order	\$ (1,992)	\$ 32,453	Note: Credit to orig bid for elimination of 24 foot Beloit handrail at Yale.
Daniet Dole (blacksmith)	Handrail	\$ 1,992		Credit reallocated for addition of 24 foot handrail at Yale by artisan blacksmith to match adjacent family railings.
FCO-S Concrete Cont Co.	Concrete	\$ 21,170		Bid
Fernando Herrera	Const Oversight	\$ 1,070		Primarily concrete installation
	Bench Removal	\$ 520		
	Stump Removal	\$ 210		
Running Total of Expenses		\$ 57,465		
		Summary Phase 1	\$ 65,000	Board Action - January 2026
			\$ (57,465)	Actual Expenditures
			\$ 7,535	Unspent funds of \$5,535 carried over to 26/27 budget in county path funding and \$2000 included in 26/27 GF budget