

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

**Special Joint Meeting with
Kensington Fire Protection District
Thursday, November 7, 2024
6:00 p.m.
Kensington Community Center
59 Arlington Avenue, Kensington, CA**

1. Call to Order/Roll Call [[TS 4:30](#)]

Kensington Police Protection & Community District (KPPCSD) Board President David Spath called to order the joint meeting at 6:01 p.m.

KPPCSD Board members present included: Vice-President Aquino-Fike, Director Duggan, Director Gough, Director Hacaj, and President Spath.

Kensington Fire Protection District (KFPD) Board members present: Director Artis, Vice-President Madugo, Director Stein, Director Watt, and President Levine.

Staff present: KPPCSD Interim General Manager David Aranda (online), General Manager Mary Morris-Mayorga (online), and KPPCSD Clerk of the Board Lynelle M. Lewis.

2. Meeting Purpose [[TS 5:15](#)]

KPPCSD President Spath provided context for the meeting purpose.

3. Public Comments [[TS 7:32](#)]

- Addressing the Board were the following persons: 1) Steve Bates commented on the KFPD building; 2) Linda Lipscomb encouraged working together for the betterment of the community; 3) Catherine de Neergaard expressed reservations about consolidation; 4) Pat Gillette asked about the attendance [6 in person, 22 online]; 5) [name not given] asked about advantages/disadvantages of consolidation; and 6) Meryl Rafferty asked about a having administrative staff at the fire building citing in a letter written by KFPD Director Stein.

4. Presentation of the Kensington Police Protection and Community Services District and Kensington Fire Protection District Consolidation Fiscal Study (Ridgeline). [[TS 17:57](#)]

Dmitry Semenov, Principal Municipal Strategies, presented the Consolidated Study and fielded questions for the Boards as well as the public (i.e. completion date, CalPERS costs, staffing for consolidated district, funding, board governance, revenue).

- [\[TS 2:16:02\]](#) Addressing the Board were the following persons: 1) Gail Feldman asked how the combined district's debt service would impact property taxes; 2) Linda Lipscomb commented that the combined income will be the same and spent on one town's needs; 3) Steve commented on the costs of the consolidation; 4) Meryl Rafferty supported the work on consolidation; 5) Candy Capogrossi commented that based on a KPOA survey, the majority of people support consolidation; and 6) David Fike congratulated the boards on taking up the issue of consolidation.

Following completion of the presentation and discussion, the Boards voted and each approved the study as follows:

- Motion by KPPCSD Director Hacaj, seconded by Director Duggan, to accept the Ridgeline final report that includes the consolidated district's fiscal analysis, carried (5-0) by the following roll call vote: AYES (Directors Aquino-Fike, Duggan, Gough, Hacaj, and Spath); and NOES (None).
 - Motion by KFPD Director Artis to accept the Ridgeline final report, seconded by Vice-President Madugo, carried by voice vote (3-2) with Directors Stein and Watt voting "No".
5. **Approval to Hold A Town Hall Meeting on Saturday, January 11th at 10 A.M. at the Kensington Community Center to Present the Joint Fiscal Study to the Community.** (Aranda/Morris-Mayorga) [\[TS 2:31:46\]](#)

There was a consensus by the both boards to hold a town hall meeting on January 11, 2025. Dmitry Semenov noted that updated assumptions in the fiscal analysis would include a CalPERS disclaimer and a corrected assumed consolidation date of July 1, 2025. The report will also include a disclaimer that this information is solely for the purposes of analysis.

6. **Discussion of Next Steps** [\[TS 2:41:34\]](#)

The Presidents of both Districts will establish an Ad Hoc Committee of each Board to collectively work on a detailed concept of a combined district and identify the procedures for creating such a district. This information will be brought to the respective boards and the community.

- Motion by KFPD President Levine, seconded by KFPD Vice-President Madugo, that staff (i.e. General Manager) assist the ad hoc committee in whatever capacity is necessary to carry out its work, and the motion carried unanimously by voice vote (5-0).
- Motion by KPPCSD Director Duggan, seconded by KPPCSD Director Gough, that staff (i.e. General Manager) assist the ad hoc committee in moving ahead with all that is needed for consolidation, and the motion carried unanimously by voice vote (5-0).

7. Adjournment [\[TS 2:52:38\]](#)

The meeting was adjourned at 8:50 p.m. KPPCSD Board President Spath announced that the next regular meeting of the KPPCSD Board of Directors is scheduled for Thursday, November 14, 2024 and the next regular meeting of the KFPD is scheduled for Wednesday, November 20, 2024.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: January 9, 2025

David Aranda, Interim General Manager

David Spath, President of the Board

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

**BOARD OF DIRECTORS MEETING MINUTES
Thursday, November 14, 2024
Regular Meeting
Kensington Community Center
59 Arlington Ave., Kensington, CA**

1. **Call to Order** [\[TS 2:10\]](#)

President Spath called the regular meeting to order at 7:00 p.m.

2. **Roll Call** [\[TS 2:32\]](#)

Vice-President Aquino-Fike (7:03 p.m.), Director Duggan, Director Gough, Director Hacaj, and President Spath were present.

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

3. **President's Comments** [\[TS 3:04\]](#)

President Spath announced that he and Director Hacaj would represent KPPCSD on the ad hoc committee to look at a detailed concept of a combined district as discussed at the joint meeting with the Kensington Fire Protection District Board on November 7th. Next, President Spath thanked the police officers who participated in Halloween night events and said that he received very positive feedback from residents. Lastly, he commended Officer Gill who saved a woman in Berkeley who had overdosed on drugs.

4. **Public Comment** [\[TS 5:00\]](#)

- Addressing the Board was David Bergen who asked that KPPCSD act on the encroachment of the park by the owners of 79 Arlington Avenue. IGM Aranda said we are working on this and that he would contact Mr. Bergen to discuss this matter.

Consent Calendar

- Motion by Director Duggan, seconded by Director Gough, to approve the Consent Calendar Items 5, 6, and 7, carried (5-0) by unanimous voice vote.
5. Approved Meeting Minutes for the regular meeting of October 10, 2024.
6. Ratified the Transaction List and Deposit Summary dated October 23, 2024 and Financial Reports for September and October 2024.

7. Received and filed the Treasurer's Quarterly Report for the Kensington Police Protection and Community Services District (July 1, 2024 Through September 30, 2024).

Comments & Reports

8. **Police Chief's Monthly Report October 2024.** [\[TS 8:31\]](#)

Lieutenant Amit Nath announced that the monthly report had been submitted for review. He commended Sargeant Lande and Officer Riviera for ensuring all officers have the proper training and equipment to respond to all scenarios they might encounter including responses to drug overdoses. He responded to comments and questions from board members regarding the police presence in the community, crime statistics in the winter versus summer, expressed appreciation for the community outreach, and work on wildfire notifications.

9. **General Manager's Report.** [\[TS 15:14\]](#)

IGM Aranda reported that the monthly report had been submitted for review. In response to a question about the timing of the next district newsletter, IGM Aranda said that it would come out towards the end of next week.

10. **Director Comments.** [\[TS 16:25\]](#)

None.

Discussion and Action

11. **Approve an amended Memorandum of Understanding (MOU) between the Kensington Police Protection and Community Services District and the County of Contra Costa for meeting the requirements of the California Integrated Waste Management Act of 1989.** [\[TS 16:40\]](#)

IGM Aranda reported that this MOU was brought to the Board for approval at the October meeting, but there were a number of concerns that were raised and the County addressed those concerns. He mentioned that a comment was received about the spelling of Bayview but noted that the Secretary of State filing shows the name spelled as one word.

- Motion by Director Gough, seconded by Director Hacaj, to approve the amended Memorandum of Understanding between the Kensington Police Protection and Community Services District and the County of Contra Costa for meeting the requirements of the California Integrated Waste Management Act of 1989, carried (5-0) by roll call vote as follows: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath; and NOES (none).

12. Discussion and final approval of the questions that will be part of the District survey for the community of Kensington. [TS 20:08]

IGM Aranda reported that in October the Board discussed moving forward with a brief survey to gauge general community satisfaction with KPPCSD governance and services, as well as to collect future contact information from Kensington residents. The IGM asked board members and others to propose additional questions for consideration.

IGM Aranda reported that community member Rob Firm submitted a proposal to volunteer to perform the following tasks: statistically test raw results for representativeness; use legitimate statistical methods to render the results more representative; compute statistics to test representativeness of the final data, and report to the KPPCSD board. Next, IGM Aranda reported that Sylvia Elsbury's submitted questions regarding communication options were deemed acceptable.

- Addressing the Board were the following persons: 1) Ann Forrest, representing the Kensington Community Council (KCC) board mentioned their efforts to expand programs while highlighting the need for more times and space, and also mentioned that diversity is influenced by the student body at the local school; and 2) Lisa Carrona requested clarification on proposed question #3.

Vice-President Aquino-Fike noted a correction at the end of Question #3 to read “to foster a diverse community.”

The Board discussed adding questions that focused on diversity, inclusion, demographic information, defining disabilities (i.e. physical, mental, and access limitations), work status (employed or retired), income ranges, data on children’s ages, and education. Additional discussion took place regarding adding questions about contracting for police services and about a preference for a site for the police department. The consensus of the Board was that these issues were beyond scope of this survey, pointing out that the survey is intended to serve as a general resident satisfaction survey on services provided by Kensington.

Three revisions were proposed for Item 12b of the original questions as follows: 1) Replace "On a scale of 1-5, how satisfied are you with the Kensington Police Department?" with a question asking, "Have you had contact with the KPD or placed a service call to them within the past 12 months?" 2) For the parks question, include: "Have you made use of Kensington Park or Neilson Park in the last 12 months?" alongside the satisfaction scale; and 3) For waste collection services, add: "Outside of regular trash collection, have you had contact with Bayview staff or utilized any of their special services?" alongside the satisfaction scale. There was general concurrence (voice vote 3-2) to add these subsets to these questions 3, 4, and 5.

Following discussion, it was pointed out that the ad hoc committee will review the questions and make decisions for handling specific items on these topics.

13. Motion to receive and file the SB-165 Annual Report for the Kensington Police Protection and Community Services District Supplemental Police Tax which shows compliance for fiscal year 2024. [TS 1:20:08]

IGM Aranda reported that the voters of Kensington approved a supplemental tax specifically to assist with funding the Kensington Police Department. Senate Bill 165 requires that the Board acknowledge that the purpose of the special tax was properly applied.

- Motion by Director Duggan, seconded by Vice-President Aquino-Fike, to receive and file the SB-165 Annual Report for the Kensington Police Protection and Community Services District Supplemental Police Tax which shows compliance for fiscal year 2024, carried (5-0) by the following roll call vote: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath); NOES (None).

14. Discussion and possible direction regarding a non-profit to benefit the District in taking tax deductible donations for District operations. [TS 1:21:40]

IGM Aranda summarized the staff report that covered the subject of taking donations from residents in Kensington. He pointed out that the agenda packet included a memo from Isabel Safie, BB&K attorney, who specializes in forming non-profit organizations. Following Board discussion, there was consensus to pause on this item until a final decision is made on reorganization of the two districts.

15. Elect a President and Vice-President for calendar year 2025 (this is being presented at the November Board meeting because there are no plans for a regular December Board meeting). [TS 1:31:20]

- Motion by Director Gough, seconded by Director Hacaj, to nominate Director David Spath as President of the Board for calendar year 2025, carried (5-0) by the following roll call vote: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath); NOES (None).
- Motion by Director Hacaj, seconded by Director Duggan, to nominate Director Alexandra Aquino-Fike as Vice-President of the Board for calendar year 2025, carried (5-0) by the following roll call vote: AYES (Aquino-Fike, Duggan, Gough, Hacaj, and Spath); NOES (None).

Adjournment [TS 1:33:54]

IGM Aranda announced that the KPPCSD board will be adjourned until January 2025. The next regular meeting is scheduled for Thursday, January 9, 2025. A town hall meeting regarding consolidation is scheduled for Saturday, January 11, 2025.

President Spath adjourned the meeting at 8:33 p.m.

Regular Meeting Minutes

November 14, 2024

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SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: January 9, 2025

David Aranda, Interim General Manager

David Spath, President of the Board