



Kensington Community Services District Board of Directors Meeting Minutes

Thursday, May 14, 2026
Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707

6:00 p.m. (Special Meeting)

1. **Call to Order** [\[TS 0:18\]](#)

Vice-President Daniel Levine called the special meeting to order at 6:06 p.m.

2. **Roll Call** [\[TS 0:55\]](#)

Present: Directors Rick Artis, Alexandra Aquino-Fike, Sylvia Hacaj (absent at roll call but arrived in closed session), Sarah Gough, Daniel Levine, Danielle Madugo, Rodney Paul (attended remotely Crown Plaza West Loop, 25 South Halsted Street, Chicago, IL 60661), David Spath, and Jim Watt.

3. **Special Meeting Agenda Public Comments** [\[TS 0:34\]](#)

None.

4. **Convene to Closed Session** [\[TS 1:51\]](#)

The Board convened to closed session to discuss one item.

7:00 p.m. (Regular Meeting)

1. **Call to Order** [\[TS 2:03\]](#)

President Hacaj called the regular meeting to order at 7:11 p.m.

Announcement from Closed Session: President Hacaj reported that from the closed session, the Board gave direction to staff and they appointed an ad hoc committee consisting of Directors Paul, Hacaj, and Aquino-Fike related to the general manager's search.

2. **Roll Call** [\[TS 2:37\]](#)

Present: Directors Rick Artis, Alexandra Aquino-Fike, Sylvia Hacaj, Sarah Gough, Daniel Levine, Danielle Madugo, Rodney Paul (attended remotely (attended remotely Crown Plaza West Loop, 25 South Halsted Street, Chicago, IL 60661), David Spath, and Jim Watt.

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Staff present: Interim General Manager David Aranda, KCSD Consultant Mary Morris-Mayorga, Chief of Police Mike Gancasz, and KCSD Consultant Raychel Jackson.

3. **President's Comments** [\[TS 3:15\]](#)

None.

4. **Public Comment** [\[TS 3:20\]](#)

None.

Consent Calendar [\[TS 3:42\]](#)

- Director Levine made a motion, second by Director Gough, to approve the Consent Calendar, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

5. Approved the KCSD meeting minutes of April 9, 2026.

6. Approved bills paid and revenue received by KPPCSD and KFPD for April 2026.

7. Approved the April financials.

Police and Fire Chief's Reports

8. **Police Chief's Monthly Report.** [\[TS 4:54\]](#)

Chief of Police Mike Gancasz reported that his monthly report had been submitted with the Board packet. He highlighted the renovated 2014 police vehicle used by volunteers and noted the success of the safety meeting attended by KPD officers. Chief Gancasz responded to questions from the Board.

9. **Fire Chief's Monthly Report.** [\[TS 55:58\]](#)

No report was presented.

Discussion and Action

10. **Presentation on Temporary Suspension of License Plate Reader Functionality – Findings.** [\[TS 11:02\]](#)

Chief of Police Mike Gancasz presented background on the automated license plate reader program. Following his research, he reported that KPD will not seek renewal of the FLOCK contract. KPD will continue researching alternatives, evaluating other options, exploring potential improvements, holding town hall meetings, and returning to the Board with additional recommendations.

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- Addressing the Board were the following: 1) Erin urged the Board to listen to the El Cerrito City Council meeting discussions on FLOCK; 2) Gail Feldman thanked Chief Gancasz for the report; and 3) Lynn Wolter encouraged the Board and the Police Chief to get a satisfactorily replacement promptly.

11. Adopt Resolution No. 2026-04 A Resolution of the Board of Directors of the Kensington Community Services District Authorizing Investment of Monies in the Local Agency Investment Fund. [TS 58:43]

IGM Aranda explained that LAIF requires documentation confirming the District's name change to Kensington Community Services District.

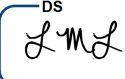
- Director Levine made a motion, second by Director Madugo , to adopt Resolution No. 2026-04 of the Board of Directors of the Kensington Community Services District Authorizing Investment of Monies in the Local Agency Investment Fund, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

12. Approve recommendations related to the approval of the annual Kensington Park Assessment District Levy and adopt three resolutions for Fiscal Year 2026/27 to collect the annual Kensington Park Assessment pursuant to the Landscaping and Lighting Act of 1972 as follows: (1) Resolution No. 2026-05 Initiating Proceedings For The Levy And Collection Of Assessments For The Kensington Park Assessment District for Fiscal Year 2026/27; (2) Resolution No. 2026-06 Approving The Engineer's Report For The Kensington Park Assessment District For Fiscal Year 2026/27; and (3) Resolution No. 2026-07 Declaring the District's Intention To Levy And Collect Assessment For The Kensington Park Assessment District for Fiscal Year 2026/27. [TS 1:01:44]

IGM Aranda explained that the Board must vote each year to authorize collection of assessments for the Kensington Park Assessment District.

- Director Spath made a motion, second by Director Levine, to adopt Resolution No. 2026-05 Initiating Proceedings For The Levy And Collection Of Assessments For The Kensington Park Assessment District for Fiscal Year 2026/27, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.
- Director Levine made a motion, second by Director Artis, to adopt Resolution No. 2026-06 Approving The Engineer's Report For The Kensington Park Assessment District For Fiscal Year 2026/27, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.
- Director Artis made a motion, second by Director Levine, to adopt Resolution No. 2026-07 Declaring the District's Intention To Levy And Collect Assessment For The Kensington Park Assessment District for Fiscal Year 2026/27., carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

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13. Approve the County to move forward with the Red Flag no parking restrictions resolution giving authority to KCSD for no parking restrictions on red flag days. [TS 1:06:08]

IGM Aranda presented the recommendation to support Contra Costa County moving forward with a Red Flag no-parking restrictions resolution. The resolution would delegate authority to KCSD to establish no-parking restrictions on designated streets during Red Flag days. Directors discussed how Red Flag parking restrictions would be declared and implemented.

Contra Costa County Supervisor John Gioia clarified that the KCSD Board would make the final determination on which streets are subject to restrictions, based on recommendations from the Fire Chief and Police Chief. He noted that the County would provide permanent signage for designated streets and a memorandum of understanding would be developed to spell out the respective obligations of the County and KCSD.

- Addressing the Board were the following: 1) Rick Seegers a comment about wind driven embers and concerns about the bottleneck at Lennox Road and Berkeley Park Blvd; 2) Gail Feldman, President of Kensington Property Owner’s Association, supports KCSD making the designation of the streets for the red flag parking and expanding the zone, and allowing the county to provide no parking signs.
- Director Levine made a motion, second by Director Spath, that we resolve as a Board the KSCD supports the CCC Board of Supervisors in the creation of a resolution that delegates to the KCSD board with the advice of the fire and police chiefs the power to designate specific roads as no parking on designated red flag days as found by the National Weather Service and or the Kensington Fire Chief, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

14. Approve the Red Flag White Paper. [TS 2:01:44]

IGM Aranda introduced the Red Flag White Paper for Board discussion. Board members reviewed the white paper, offered suggestions, and discussed proposed revisions and next steps.

- Director Levine made a motion, second by Director Spath, to approve the red flag white paper, carried by roll call vote (8-1) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Paul, Spath and Watt; and (NOES) Madugo.

15. Discussion of California Police Chiefs Accreditation Program for the Kensington Police Department. [TS 40:43]

Chief of Police Gancasz and Lieutenant Amit Nath presented an overview of the proposed program. Board members expressed support for the program.

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16. Discussion of the proposed budget for Fiscal Year 2027 and approval to publish a Notice of Public Hearing for Thursday, June 11, 2026. [TS 2:13:58]

IGM Aranda provided an overview of the proposed budget and related actions. This item will be brought back to the Board in June based on input from the Board. IGM Aranda and KCSD Consultant Mary Morris-Mayorga responded to questions about capital expenses, the budget surplus, capital improvements for the park, budget amendments, and emergency preparedness.

[TS 2:41:52] Director Hacaj made a motion, second by Director Levine, to extend the meeting until 10:30 p.m. if necessary, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

- Addressing the Board was Gail Feldman who asked about the 5-10 year projections of revenue and fund balances.

- Director Artis made a motion, second by Director Levine, that we grant our Interim General Manager approval to publish a notice of public hearing for the Fiscal Year 2027 budget, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

17. Discussion and Direction in Allowing the Friends of the Library to Use the South Room in the Annex Building to Store Their Used Books for Future Book Sales. [TS 2:46:20]

IGM Aranda introduced the item and requested Board direction. Cathy Travlos, President, Friends of the Library, summarized their request to use the Annex for storage of their books. The Board directed staff to continue the discussion with the Friends of the Library on options to store their books.

18. Approve spending up to \$6,500 on contracting with Kimber Communications to have the Fire Department website integrated into the Community Services District platform. [TS 2:54:11]

- Director Artis made a motion, second by Director Gough, to approve spending up to \$6,500 on contracting with Kimber Communications to have the Fire Department website integrated into the Community Services District platform, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

19. Moving Forward: Yes or No, A Brief Discussion and Board Direction in Addressing Assorted Items from Strategic Planning Sessions and other related material. [TS 2:57:13]

IGM Aranda requested Board direction on whether to pursue several capital projects in the upcoming year including the new police building, park master plan, tennis court and Annex Building drainage project, fire reduction work, tree work, and Public Safety Building

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improvements. The Board reached consensus to allow the General Manager to prioritize items for future Board consideration and to propose budget funding for selected work in the upcoming year.

20. **Approval of the Emergency Preparedness Committee (EPC) protocols for the EPC to meet once a month and approval of appointing Laura Westphal to the EPC as a public member.** [\[TS 3:04:36\]](#).

Director Madugo presented an overview of the recommended actions.

- Director Madugo made a motion, second by Director Paul, to appoint Laura Westphal's application to be a public member of the EPC, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.
- Director Madugo made a motion, second by Director Gough, to update the EPC protocols to meet once a month, carried by roll call vote (9-0) as follows: (AYES) Directors Aquino-Fike, Artis, Gough, Hacaj, Levine, Madugo, Paul, Spath and Watt.

Reports & Director's Comments

21. **Emergency Preparedness Coordinator's Monthly Report.** [\[TS 3:08:19\]](#)

IGM Aranda provided additional updates from the Emergency Preparedness Coordinator on the following: deadline for the two grants (KEEP and vegetation) is May 31; 80 applications were submitted for KEEP; some residents have opted out of the programs for various reasons, and activity with CERT.

22. **General Manager's Monthly Report.** [\[TS 3:09:20\]](#)

IGM Aranda reminded the Board about upcoming dates from the Contra Costa County Elections Department regarding the upcoming candidate filing period for the November 2026 elections (July 13th through August 7th).

Directors Aquino-Fike asked for more information about the removal of the bench on the Beloitte path and Director Paul provided background on the bench installation and the consideration given to the impacted resident. Director Artis asked about a timeline for updated Ridgeline projections based on the consolidated district. He reported that significant background noise at the Public Safety Building made it difficult to hear during the Finance Committee meeting.

Director Levine commented on the success of the Food Truck event and thanked everyone involved for making the event happen.

Director Madugo commented that she found value in having the Emergency Preparedness Coordinator present his report along so the Board could ask questions.

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23. KCSD Consultant's Monthly Report.

The report was submitted as part of the agenda packet.

24. Directors' Comments. [\[TS 3:15:38\]](#)

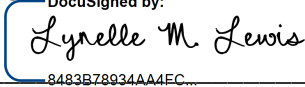
Director Levine thanked everyone for making the food truck event a success.

Director Madugo commented that she would like to see the EPC Coordinator report with more visual information (slides) and have his available to answer questions.

Adjournment [\[TS 3:18:37\]](#)

President Hacaj adjourned the meeting at 10:26 p.m. The next regular meeting of the KCSD is scheduled for Thursday, June 11, 2026.

SUBMITTED BY:

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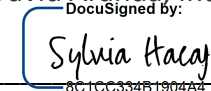
Lynelle M. Lewis, District Clerk of the Board

APPROVED: July 9, 2026

Signed by:

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David Aranda, Interim General Manager

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Sylvia Hacaj, President of the Board