

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, January 11, 2024

Regular Meeting (Hybrid)

Regular Meeting – 7:00 p.m.

1. **Call to Order** [TS 5:56]

President David Spath called the regular meeting to order at 7:05 p.m.

2. **Roll Call** [TS 6:06]

Vice-President Alexandra Aquino-Fike, Director Cassandra Duggan, Director Sarah Gough, Director Sylvia Hacaj, and President David Spath were present at roll call.

Staff present included Interim General Manager David Aranda, General Counsel Ann Siprelle (via Zoom) and Clerk of the Board Lynelle M. Lewis.

3. **President's Comments** [TS 6:23]

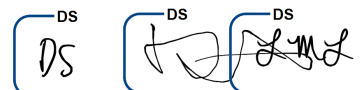
President Spath wished everyone a happy new year. He commented on the upcoming 2024 challenges outlined in the General Manager's Report and emphasized the importance of public participation as we move forward on these issues. President Spath asked residents to reach out to neighbors and encourage them to get involved in the public meeting process so that the Board can understand the public's priorities. In concluding, President Spath mentioned the Board would discuss agenda Item 8 (Automatic License Plate Reader Policy) before Item 7 (FLOCK Software).

4. **Public Comment** [TS 8:03]

- Addressing the Board was the following person: 1) Lynn Wolter asked for a response to her December comments about the absence of a Police Department response to a medical emergency at her home.

Consent Calendar [TS 14:13]

- Motion by Director Duggan, seconded by Vice-President Aquino-Fike, to approve the Consent Calendar as presented, carried (4-0-1) by voice vote. Director Gough abstained from voting due to a potential conflict of interest with one of the vendors (Item 6).

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5. Approved Meeting Minutes for the Special and Regular Meetings of December 14, 2023.
6. Received the December 2023 bills paid. [Note: the December Financial statements will be presented at the February meeting due to the early date of the January board meeting.]

Discussion and Action

7. **Discussion and Approval of Purchasing the FLOCK Public Safety Camera Software.**
[\[TS 54:12\]](#)

Interim General Manager David Aranda noted that the recommended action is to purchase software and enter into a two-year agreement with FLOCK at a price of \$18,250 the first year. He pointed out that staff posted a contract that was prepared by FLOCK; however, General Counsel Ann Siprelle recommended that the Board approve an agreement with a form that has been approved by the District Counsel. This professional services agreement with FLOCK would come back to the Board once it has been finalized.

Director Hacaj noted that staff should ensure that the tax rate applied for goods and services is for a Kensington agency in Contra Costa County rather than that of the surrounding cities.

- Motion by Vice-President Aquino-Fike, seconded by Director Gough, that we approve the contract with FLOCK subject to our General Counsel putting it into a form that she recommends, carried (5-0) by the following roll call vote: AYES (Aquino-Fike, Duggan, Gough, Hacaj and Spath); NOES (None); ABSTAINED (none); ABSENT (none).

8. **Discussion and Approval of a Plate Reader Policy.** [\[TS 15:28\]](#)

Interim General Manager Aranda noted that the recommended action is to approve Kensington Police Department Policy 426, Automated License Plate Readers (ALPRs). Board member asked questions about retention of ALPR data, provided input on the policy, and suggested corrections to Section 426.3.1. and Section 426.6.

- Addressing the Board was the following person: 1) Sylvia Elsbury pointed out a concern about being identified as the sender of the ACLU article and questioned how FLOCK shares stored data and protects privacy rights.
- Motion by Director Hacaj, seconded by Director Duggan, that the Board of Directors adopt the policy before us with the following modifications which we will need to see back before us and those modifications are a correction on Section 426.3.1 outlined by Vice-President Aquino-Fike which is to strike the second sentence and turn the third sentence into a new subsection F and renumber F to G to clarify the first paragraph on page 5 that begins with all “ALPR data downloaded to the server” in particular to understand which server they are

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referring to, and lastly to reference the civil code for the records release and maintenance policy under 426.6, carried (5-0) by the following roll call vote: AYES (Aquino-Fike, Duggan, Gough, Hacaj and Spath); NOES (None); ABSTAINED (none); ABSENT (none).

9. **Discussion and Approval of the LT Job Description and Salary Schedule.** [\[TS 1:00:58\]](#)

President Spath announced that this item was tabled to the February meeting.

10. **Presentation of a Proclamation of Former Police Chief Rickey Hull's Passing.** [\[TS 1:01:15\]](#)

President Spath read the proclamation from the Board acknowledging the passing of former police officer Rickey Hull. Rickey Hull joined the Kensington Police Department in October 1997, and served with unwavering dedication until his retirement in December 2020, leaving an indelible mark on the community he served. He served the Kensington Police Department with distinction as an Officer, Master Sergeant, Captain, Interim Chief of Police, and Interim General Manager leaving behind a legacy of leadership and professionalism. The proclamation expressed the profound gratitude for Rickey Hull's twenty-three years of dedicated service and his significant impact on the Kensington Police Department and the community at large. Chief of Police Gancasz noted that the proclamation would be framed and sent to Rickey Hull's mother.

11. **Discussion and Additional Direction on the Progress of a New Police Building.** [\[TS 1:06:46\]](#)

Interim General Manager Aranda reported that the property south of the Kensington Library is the focus for a new police building moving forward, and recommended the following actions:

1. Meet with an architect and have a rendering developed of not just a building but an area that provides the police building and magnifies the park area. The architect is available to meet on January 22nd at 2:00 p.m.
2. Set up meetings with the community to discuss the rendering and the concept involved in what it will do for the community.
3. Parallel with 1 and 2, move forward with phase two of the geotechnical study to confirm the ability to build on the property is stable.
4. Parallel with 1, 2 and 3 move forward with applying for various grants that will hopefully become available in 2024.
5. As items 1-4 start to take off, it would be prudent for the District to start moving forward with all the legal permitting that would be required.

General Counsel Siprelle commented that at the request of Interim General Manager Aranda, she reviewed the Grant Deed dated January 31, 1996 by which the Richmond Unified School District granted the park property ("property") to the Kensington Police Protection and Community Services District ("KPPCSD") along with the documents relating to the Limited Obligation Improvement Bonds issued in 1995 to finance the acquisition of the property and construction of certain improvements on

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the property. Based on her review, she concluded that neither the grant deed nor the bond issuance restricts the KPPCSD's ability to construct a police station on the property.

There was discussion about whether the current Police Department & District Office Permanent Location Ad Hoc Committee was still in force and whether a new committee should be appointed. President Spath confirmed that the current committee composition will remain intact.

There was also discussion about whether more board members should be able to speak to the architect on the rendering, about the possibility of obtaining multiple concepts, costs for the rendering, and the contract provisions.

- Addressing the Board were the following persons: 1) John Gaccione commented that the Board needs to outline what is needed and give direction to the architect, and then cautioned the Board to be careful about using the term "rendering" because it can be disputed; 2) Danielle Madugo, newest member of the Kensington Fire Protection District Board of Directors, commented that this is a preliminary step, cautioned about presenting a "rendering", and suggested considering what part of the parcel would be best to develop; and 3) Sylvia Elsbury commented to be careful about using the term "rendering" and on the purpose of the Permanent Location Committee.

Following discussion, there was general consensus to move forward with the recommendations proposed by Interim General Manager Aranda. Two board members from the existing committee will meet on January 22nd along with Interim General Manager Aranda and Chief of Police Gancasz.

12. Discussion and Possible Direction Regarding the Agreement to Engage Ridgeline in a Financial Study Regarding Reorganization. [[TS 1:59:06](#)]

President Spath reported that at the December board meeting, the Board voted to approve the proposal from Ridgeline to carry out a financial study to determine the feasibility of the reorganization of both agencies. The approval by the KPPCSD Board of Directors was contingent upon the KFPD approving the proposal as well; however, President Spath pointed out that did not occur. Interim General Manager David Aranda provided an update on conversations with Ridgeline and KFPD General Manager Mary Morris-Mayorga, and said it is hopeful that this item will be brought back to the KFPD Board for consideration. Mr. Aranda recommended that the KPPCSD Board reiterate the desire to jointly have Ridgeline perform the financial study as outlined in the proposal, and the KPPCSD Board wait to see what the results of the KFPD board meeting reveal.

13. Discussion and Input Regarding the Hazard Mitigation Plan. [[TS 2:03:02](#)]

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Interim General Manager David Aranda announced the plan to hold a general town hall meeting on February 8, 2024 at 6:00 p.m. to present the Hazard Mitigation Plan (HMP) projects KPPCSD is submitting to the Contra Costa County/Contractor. The meeting will be an opportunity for the public to provide comments on the projects and to help the community understand the importance of the HMP and what it takes to get the projects moving. All agencies are working on a very short time frame in order to finish the plan, have it approved, and thus be able to submit grants to FEMA in 2024.

Director Hacaj suggested that in addition to wild fire and climate change project, to think about incorporating a cooling center in these plans.

- Addressing the Board was Lin Due, of the Outlook newspaper, who suggested that information about the town hall meeting should go into the February Outlook since the publication is a major news source for the community.
- Motion by Director Gough, seconded by Hacaj, that we draft some language for the Outlook regarding the town hall meeting, schedule dates and times leaving it open with hope that the fire board might or will join, carried (5-0) by voice vote.

Comments & Reports

14. Police Chief Report. [[TS 2:16:22](#)]

Chief of Police Mike Gancasz announced that his monthly report was submitted online. Chief Gancasz recognized Sgt. Lande for his work on the Automated License Plate Readers program. The Board offered its thanks to Sgt. Lande.

15. General Manager's Report. [[TS 2:17:47](#)]

Interim General Manager David Aranda announced that the General Manager's Review for 2023 and Thoughts For 2024 was submitted online.

16. Director Comments. [[TS 2:17:55](#)]

- Vice-President Aquino-Fike thanked Interim General Manager David Aranda for the way he outlined the issues and challenges facing KPPCSD in his report.
- President Spath expressed appreciation for the detail outlined in the General Manager's Report.

Adjournment [[TS 2:18:43](#)]



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President Spath announced that the meeting was adjourned at 9:18 p.m. The next regular meeting is scheduled for February 8, 2024.

SUBMITTED BY:

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Lynelle M. Lewis

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: February 8, 2024

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David Aranda

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David Aranda, Interim General Manager

DocuSigned by:

David Spath

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David Spath, President of the Board

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Lynelle M. Lewis