

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, June 30, 2022

Via Teleconference

Regular Meeting - 7:00 p.m.

Call to Order [TS 4:01]

President Sylvia Hacaj called the Special Meeting to order at 6:01 p.m.

Roll Call [TS 4:20]

Director Chris Deppe, Vice-President Mike Logan, Director Eileen Nottoli, Director Rachelle Sherris-Watt, and President Sylvia Hacaj were present at roll call.

Staff present included Interim General Manager Tony Constantouros, General Counsel Ann Danforth, Chief of Police Mike Gancasz, Director of Finance Lisa Mundis, and Clerk of the Board Lynelle M. Lewis.

Discussion and Action

1. Fiscal Year (FY) 2022-23 Budget. [TS 6:52]

Interim General Manager Tony Constantouros and Director of Finance Lisa Mundis presented major highlights from the proposed Fiscal Year 2022-23 budget. The key items included: a balanced budget with a small projected surplus; police vehicle leases, operations and fuel items are combined in Fleet Expenses; a 5% Reserve for future projects; 5% Contingency for unanticipated costs during the Fiscal Year; a rough estimate of \$100,000 for the temporary office move; a General Fund Reserve projected at \$2,100,000, and reclassification of the temporary Administrative Assistant position to the new position of permanent full-time Administrative Services Assistant.

- Addressing the Board were the following persons: 1) Jim Watt commented on salaries, the status of the police memorandum of understanding, the reserve policy, and the Bayview refuse account; and 2) Vida Dorroh asked about revenue figures.

The Board asked questions and provided comments. Staff responded to the Board's questions along with those from the public commenters. The Board gave direction to staff on the budget including providing quarterly budget reports along with a mid-year budget revision.

- Motion by President Hacaj, seconded by Director Deppe, that the Board adopt Resolution No. 2022-16 adopting the budget for Fiscal Year 2022-23 and in particular this involves: 1) the Board adopts the budget as presented and amended at this meeting of the Board of Directors; 2) reclassifies the temporary administrative assistant to the full time administrative services assistant at \$35/hour; 3) that the sums of money therein set forth are hereby appropriated from revenues of the District to the departments, functions and activities therein set forth for expenditures during the Fiscal Year 2022-23; and 4) as more precise information

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becomes available during the course of the fiscal year, staff is directed to keep the budget in balance, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

2. Temporary District Location [[TS 2:41:35](#)]

Interim General Manager Anthony Constantouros presented the recommended action regarding the Quote (\$66,532.06) from Mobile Modular Management Corporation, accepting the proposal to modify the mobile unit located at 10940 San Pablo Avenue, Building B, El Cerrito, CA subject to conditions listed in the Agenda Report and; (2) Allocate \$51,532.06 from Acct. 983 Building Temporary Relocation in the recommended budget.

The Board asked questions about the specifics of the modular modifications, the agreement with the City of El Cerrito, and de-modification costs.

- Addressing the Board were the following persons: 1) Mabry Benson supported moving forward; and 2) Mark Constantini asked why KPPCSD can not move back to 303 Arlington or explore other options.
- Motion by President Hacaj, seconded by Director Deppe, that the Board is authorizing staff to spend an additional \$52,000 to execute a contract with Mobile Modular subject to approval by our General Counsel as to form and details as to timing, breakdown of costs, and attachment of an exhibit that adequately describes the improvements in question, for signature by the General Manager, and in addition makes it contingent on execution of a contract with El Cerrito if that is not completed by the July 19th date that we anticipate, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

3. Teleconference Meetings During State of Emergency. [[TS 3:08:11](#)]

The Board directed staff to come back with information about hybrid meetings and air ventilation in the Community Center.

- Motion by Director Deppe, seconded by Director Sherris-Watt, to adopt Resolution No. 2022-17 making findings and determining a need to continue holding remote meetings by teleconference, carried (4-1) by the following roll call vote: (AYES) Directors Deppe, Nottoli, Sherris-Watt, and Hacaj; (NOES) Director Logan; and (ABSENT) None.

Resolution No. 2022-17 – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Making Findings And Determining A Need To Continue Holding Remote Meetings By Teleconference.

Adjournment [[TS 3:11:59](#)]

President Hacaj adjourned the meeting at 9:10 p.m.

The next regular meeting is scheduled for Thursday, July 14, 2022.

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SUBMITTED BY:

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Lynelle M. Lewis

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: July 14, 2022

DocuSigned by:

Tony Constantouros

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Tony Constantouros, Interim General Manager

DocuSigned by:

Sylvia Hacaj

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Sylvia Hacaj, President of the Board

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