

# DRAFT

Board of Directors

Minutes for Regular Meeting

Thursday, May 10, 2018

Before the Regular Meeting began, Board President, Rachelle Sherris-Watt introduced Officer Amit Nath. Officer Nath awarded a Letter of Recognition to Kensington Hilltop student, Aili Yi. Aili not only served as a translator for a student injured at school, communicating with First Responders, the student and staff, but also comforted the student's parents, assuring them that everything would be fine.

American Medical Response Ambulance Service tried to send Operations Supervisor, David Malarkey, to celebrate and present the young man with a gift, but he ended up having to go to a call. The honor will be conferred at a future date.

The District and community salute this outstanding young citizen.

## 1. Call to Order/Roll Call 7:40 pm

Present: Director Deppe, Director Hacaj, Director Welsh, Vice President Nottoli, Board President Sherris-Watt

Staff: General Manager, Constantouros, Attorney, Danforth

## 2. Public Comments

**Leslie Reckler**, PTA President and incoming President of Bayside Council of PTAs, thanked the Kensington community for its support of education. The WCCUSD (West Contra Costa Unified School District) is looking to move from at-large elections to trusted elections, where they take the district and cut it up into pieces and elect a representative to represent a specific area. The WCCUSD considering this because they were served with a demand letter by an attorney who claims that the district is in violation of the California Voting Rights Act, and has a history of racially and polarized voting. Mrs. Reckler stated, for the record, that it was not known if the district had racially polarized voting.

She submitted a timeline that showed deadlines for action by the WCCUSD on May 16<sup>th</sup>, June 13<sup>th</sup> and the decision to have a vote in November 2018 asking, “Do you want to move to trusted elections?” Mrs. Reckler hoped that the answer by the voters would be yes, after doing citizens did homework.

**Julie Stein** spoke about solid waste disposal. She complimented Vice President Nottoli for doing a good job with the survey. She asked about how things would look if there was a majority of “yes” votes. Her questions were 1. Would we continue to have unlimited recycling like we do now on a weekly basis? 2. Could this mean we would be moving to a so-called robocan type of service?

**Dr. A. Stevens Delk** said we continue to pay the highest rates in Contra Costa County, higher than Orinda, Moraga, Lafayette, Danville -all of which already have food composting. The composting survey did not ask if there was any concern about adopting 65-gallon cans. The Sanitation Law requires the food waste must be collected weekly. She said it is interesting that Bay City’s Refuge can drive across the bridge to Sausalito, pick up waste, including food scraps for composting, and return to Richmond for 10% less than its sister-company. Dr. Delk also stated that the survey did not mention that in 2021, the District should be looking at what to do when the Bayview contract expires in 2023.

Residents were told that China is no longer taking paper and glass goods for reuse, which may mean the District might not meet state requirements if these materials have to be sent to landfill. But based on a garbage report, if all recyclables and all food waste were dumped in landfill next year, the District would still be in compliance with the California Diversion Goal for 2020. It is unfortunate that the survey seeking community input didn’t ask if residents wanted to have the service or not, just when the district should close the deal.

**Jim Watt** stated that the Residential Collection Survey, restricted the number of yard waste containers that could put out each week to 2, requiring all containers to be wheeled carts, delivered to the courier for pickup. It made no sense to Mr. Watt that Bay View Refuse should be the ones tabulating results. He found that the survey was written in a way biased in favor of recommending the conversion to recyclable food waste. He hoped that the survey would not be used as the basis for incorporating a new pickup service for all Kensington.

**Mabry Benson** wanted make a point from the April 24th Matrix Meeting. Among the statistics that were presented, the crime stats were the same when we had a low number of officers, 6, as when we had 10 officers. Mrs. Benson maintains that the reason we have

a low crime rate is because we're not close to San Pablo Avenue. We have narrow contorted streets that even residents can't find a way in or out of.

She noticed that a lot of people haven't paid an awful lot of attention to the ad-hoc report on police contracting. She was a member of the contracting subcommittee. All interviewed departments said, "We could have dedicated officers on a dedicated Kensington beat."

If Kensington had a major event, flood or earthquake, officers in an area will go to where they are most needed for triage. The first point emphasized in any disaster preparedness is, "do not expect or count on public services that will bring police and fire." Basically, you're on your own.

**Paul Dorroh** attended the Kensington Fire Protection District Board Meeting and said there was some discussion among Directors, about a dialogue between the Fire District and the Community Services District about possible alternative sites for a Public Safety Building. The Fire Board is waiting for a resolution from the KPPCSD as to whether or not any of the park property could be considered as an alternative site. He suggests that it would be a good idea to elevate the priority of the investigation into alternative sites because the way our Districts are jurisdictionally carved-up, it's not really one District's problem on what to do about public safety, but it's our problem. Mr. Dorroh thinks that has fairly high priority. The Fire Board needs to make a decision about what to do and if KPPCSD property is not on the table then announce that to the public.

**Karl Kruger** asked last month to have officer staffing on the agenda. He thinks we have 3 big issues. Mr. Kruger thinks all three issues are very important to this District and they [KPPFD and KPPCSD] have to be, in some communication as to where we are.

### **3. Board/Staff Comments**

**Director Deppe** thinks it would be good to develop a more formal, comprehensive website policy that the board should adopt. He asked staff and our attorney to look into the issue and come back with recommendations for the next meeting. It should clarify what we are doing and serve as a guide for whoever maintains the website.

**Board President Rachelle Sherris-Watt** mentioned that the garbage survey could be sent back to Bayview, turned into the Public Safety Building or completed online by May 31<sup>st</sup>. Final decisions regarding composting would not be made until after extensive public discussion has occurred.

Director Deppe voted in the most recent LAFCO election. Elected were Special District Member, Igor Skaredoff and Special District Alternate, Stan Caldwell.

John Gioia has a candidate workshop for anyone interested in running for public office this fall on Saturday, May 12th from 9 am - 12:30 pm - details on the supervisor's website.

The Kensington Carnival takes Saturday, May 12th from 11am - 3 pm, and the KPD will be there.

The Finance Committee meets Wednesday, May 30<sup>th</sup>.

**Director Hacaj** encouraged residents to attend the Kensington Carnival which would feature a white elephant garage sale, carnival games and the opportunity to knit the school community together with the larger community.

**General Manager Constantouros** noted that the community meeting on Saturday, April 28th regarding police services, was extremely well attended, as was the previous meeting in March.

He mentioned that police negotiations were moving slowly. There have been a couple of family deaths for negotiators that slowed the process.

**Interim Chief of Police Rickey Hull** announced that we have established a platform on the Nixle application. Residents will soon be able to sign up.

As far as recruiting goes, the KPD has one person in background right now and has received 2 applications in the last week. Chief Hull is recruiting online through the Police Chief's Association website.

An abatement process for the vehicles on Grizzly Peak Boulevard is being developed. In the past, the cars have come back and then moved the different parts of the city, creating another problem somewhere else. He has spoken to the owner of the vehicles and they each shared their intentions. ICOP Hull will continue to engage with the owner while pursuing a permanent solution.

#### **4. New Business**

- a. LAFCO is seeking nominees for appointment to the county's Redevelopment Agency Oversight Board.**

**President Sherris-Watt** introduced the informational item and if Director had interest in being nominated they needed to request the vote be agenzized before the May 24<sup>th</sup> meeting.

- b. The Board will discuss the administration and use of Nixle and possibly appoint a Board member to work with the Interim Chief of Police and General Manager to implement the system and interface with the community.**

**Director Hacaj** and **Director Deppe** volunteered to work with Chief Hull.

**David Spath** asked whether Nixle would be implemented in real-time. El Cerrito has Nixle but provides a bi-weekly summation of activities. Dr. Spath subscribes to Berkeley and also subscribes to San Diego where they have real-time notifications. He stated that the summation was useless in real life. He supports alerts that will help residents navigate an emergency. He noted the larger infrastructure that Berkeley and San Diego have, but that when there is a missing person, it would be important to get the information out.

**ICOP Hull** had a discussion with Sergeant Barrow as to how the infrastructure was going to work in order to input the information on the platform. He envisioned it, not in real time, seven days a week, but only when one of the individuals who inputs information is on duty, or the incident is severe enough. Chief Hull would hesitate to input information from afar, as the on-scene reality may be different.

**General Manager Constantouros** encouraged residents to sign up for Nixle. He notes that it is an impressive system and that signing up is easy.

- c. The Board will review the Proposed Budget for Fiscal Year 2018-19 along with supporting documents.**

**General Manager Constantouros** presented the budget. It is a different type of budget in a different format from previous budgets. Called a program budget, it divides the services and/or programs that the District provides. It includes accomplishments and objectives and provides a narrative, which was not included in the past. GM Constantouros would like to add measurable goals. The budget message includes what the General Manager sees as the key issues facing the community in the next year. The ones that are listed in this budget message include the Community Center project. The other key issue is the increased retirement and healthcare costs for retirees. Another key issue that was raised earlier the meeting is the Public Safety Building. It does affect the district. It is a topic that we need to discuss and

coordinate with the Fire District. The other topic listed is the public police services study currently with Matrix. The study will be completed after the budget is adopted so a budget amendment where the board can give staff direction on how to proceed would be required.

There's also an administrative study that hasn't been completed. That will also probably need a budget amendment when it is completed. It will be subject to the review of the board and there will have to be a cost analysis related to it. Also included in this budget is the policy and procedures manual, which as most people who work with the district know, is not in very good condition.

This also includes some very simple pie charts. It's just simply revenues and expenditures. It pictorially demonstrates what the revenues look like and what the expenditures look like. The revenue and expenditures summaries are presented a little differently, but the information is very similar to what has been presented in the past. The narrative section starts on page 11. You could, for example, include major issues in a separate type or separate listing. Major issues could include such things as legal costs. That would provide a more detailed discussion of legal costs and also track them over multiple years. You can also include another one on technology, for example. Technology throughout the district is in various areas and if it's not centralized, it's a little hard to track it sometimes.

In future years, he would like a two-year budget. This is a non-growth budget. There's no major changes in the budget. This is just allocating costs and trying to separate them by the departments.

There is a capital project section that I mentioned earlier, on page 18. It does include the community center and shows where the funds are coming from.

Page 19 shows the authorized staffing of the district. We really have not had a chart that had authorized staffing before. There has been some confusion of filled positions and authorized positions. This chart, it just simply shows staffing as authorized. It doesn't necessarily show all the positions that are filled. They are subject, of course, to the board's approval and changes, but since the police department, which is the largest unit, is undergoing a study, this is probably going to change significantly when that study is completed.

The general manager, which is shown as a half-time position is an approximation of the time he is currently spending. That is up to the board again, also, in terms of the future, how much time you want a general manager to serve.

Then on page 20 is something is a five-year financial forecast, which has never been included in the budget. The purpose of this document is for long-term financial planning. These assumptions mostly show a three percent to five percent growth rate, except for the retirement plan, which is estimated at 10% per year. One of the things with projections is do not want to be too optimistic, that's safe and on the other hand, you don't want to be too pessimistic.

**President Sherris-Watt** said that the budget has the KPPCSD funding the crossing guard on Arlington Avenue as the West Contra Costa Unified School District has determined that they will not be funding the crossing guard. A couple of assumptions that are made but are not listed in the budget is an increase of 3.5% in salaries, which is subject to negotiation.

**GM Constantouros** clarified that this is only a budgeting and it isn't approved salaries. All salaries are subject to approval of the board. President Sherris-Watt: All right if there are no-- good I'm giving everybody every opportunity.

**Jim Watt**, Finance Committee member, wanted to mention that the version presented was not the complete budget. The important thing from his point of view is how much money the District will have if completing all the things that have been discussed. The unassigned fund balance, money that doesn't have restrictions placed to it has been running in the range of \$1.2 to \$1.5 million. In that \$1.2 million Mr. Watt said the District is short \$350,000 dollars to meet the cost of fixing the Community Center. The target that has been shown for this upgrade, \$1,649,000, will push that unassigned reserve very close to \$900,000.

**Vice President Nottoli** noted the difference between two months of general fund operating budget vs. 25% reserve is that the 2 months would be around \$566,000 where 25% is close to \$800,000.

**Director Hacaj** said it was unknown whether or not \$350,000 was needed until more much more substantial evidence and figures came back from contractors.

**President Rachelle Sherris-Watt** mentioned the last document, the draft of a reserve policy for the District where it is suggested that between 20 and 30% of annual operating expenses are held in reserve.

**Lynn Wolter**, speaking as a resident and not in her staff capacity asked that given length of the time it would take to get a measure on the ballot, would the 25% allow for sufficient lead time? Mrs. Wolter's understanding was that it can take up to two years to complete the process of getting a measure prepared on the ballot, voted upon and revenues received.

**President Sherris-Watt** said when talking about a reserve policy, hopefully, the District would continue to receive income. Two years of operating expenses would mean a reserve of \$6.5 million.

**President Sherris-Watt** made a motion to adjourn.

**Vice President Nottoli** seconded the motion.

**The Board voted 5-0 to adjourn.**

The next meeting is May 24, 2018.