

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, July 11 2024

Special & Regular Meetings

Special Meeting – 5:30 p.m

Call to Order [\[TS 4:23\]](#)

President David Spath called the special meeting to order at 5:34 p.m.

Roll Call [\[TS 4:35\]](#)

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

Special Meeting Agenda Item Public Comments [\[TS 5:15\]](#)

None.

1. **Discussion and direction regarding Strategic Plan priorities and cost estimates based on the post workshop memorandum from Ridgeline.** [\[TS 4:52\]](#)

Interim General Manager David Aranda presented a recap of the first strategic planning session discussions held on Thursday May 9, 2024 where the Board worked with Ridgeline to develop a list of items that were of importance. He presented a power point presentation which identified the short-term, mid-term, and long-term priorities. Board members provided their input on these items and gave direction to Interim General Manager David Aranda.

No public comments were given.

Adjournment

President Spath adjourned the special meeting at 6:56 p.m.

Regular Meeting - 7:00 p.m.

1. **Call to Order** [\[TS 1:40:44\]](#)

President Spath called the regular meeting to order at 7:19 p.m.

2. **Roll Call** [\[TS 1:40:56\]](#)

Vice-President Aquino-Fike, Director Duggan, Director Gough, Director Hacaj and President Spath were present at roll call.

3. **President's Comments** [\[TS 1:46:50\]](#)

President Spath commented that he had spoken to members of Good Guest Kensington about working together on the possibility of applying for a grant through the State of California Entitled "Arts in California Parks". He thanked the General Manager for the work on the cliff area in the Park. He noted that this is fire season and residents should have received a flyer in the mail regarding planning for evacuation. In concluding, President Spath acknowledged the passing of Cathy Kosel who was a board member for several years.

4. **Public Comment** [[TS 1:41:59](#)]

- Several members of the public commented that they were having problems with the audio connection.

Consent Calendar [[TS 1:50:45](#)]

- Motion by Director Duggan, seconded by Director Gough, to approve the Consent Calendar, carried (5-0) by unanimous voice vote.

5. **Meeting Minutes for the Special Joint Meeting of June 5 and the Special & Regular Meeting of June 13, 2024.**

Approved.

6. **Ratify the June 2024 Bills Paid (the June financial statements of 2024 will be presented in August).**

Received and filed the bills paid.

Comments & Reports

7. **Police Chief's Monthly Report, June 2024.** [[TS 1:52:12](#)]

The report was filed with the agenda packet. President Spath noted that a FLOCK camera had been installed. Interim General Manager Aranda provided additional highlights as follows: the KPD will have a new Sargent joining its staff with a 20-year background with Contra Costa Sherriff's Department; reminded the Board about the Coffee with a Cop event on July 17th; the swearing in of a new officer and promotion ceremony at the August 8th board meeting; and GPS monitoring has been installed on all patrol cars. President Spath noted that property crime had gone down.

8. **General Manager's Report for June 6, 2024, Through July 3, 2024.** [\[TS 1:55:05\]](#)

Interim General Manager Aranda provided additional information to his monthly report as follows: update on progress with the City of El Cerrito on the property regarding the licensing agreement that allows the modular building to remain on the City property; continued work with Contra Costa County to finalize distribution of the KPPCSD general tax money; discussions with Eide Bailly regarding closing out the fiscal year and announcement of a presentation regarding the full fiscal year review at the August 8th board meeting; and an update on the annual cleanup event scheduled for September 16-20.

9. **Director Comments.** [\[TS 2:02:07\]](#)

Director Duggan commented that the KPPCSD website needs updating. She suggested that if the KPPCSD and KFPD Districts are consolidated, it would be great to have the both current General Managers remain for redundancy until the selection of a General Manager. She asked to speak on the advantages of reorganization or consolidation; however, this will be agendized for a later time.

Discussion and Action

10. **Approval of the Fiscal Year 2025 CalPERS Pay Scale.** [\[TS 2:06:48\]](#)

Interim General Manager Aranda reported that each year the District is required to provide an updated pay scale of all employees working for the District. He recommended that the Board approve the KPPCSD Salary Schedule – Effective July 1, 2024.

- Motion by Director Duggan, seconded by Vice-President Aquino-Fike, to approve the CalPERS pay scale, carried (5-0) by roll call vote as follows: AYES (Directors Aquino-Fike, Duggan, Gough, Hacaj and Spath); NOES (None); ABSENT (None); and ABSTAINED (None).

11. **Discussion and direction in regard to utilizing the \$75,000, CalRecycle SB 1383 State Grant Funding for the community.** [\[TS 2:09:36\]](#)

Interim General Manager Aranda presented background information on this item. He pointed out that the Board of Directors approved the District applying for grant money from the California's Department of Resources Recycling and Recovery (CalRecycle) in conjunction with SB1383 Local Assistance "Organic Waste Recycling 4 Grant Payment Program". The grant funds will be used to assist in complying with regulations adopted by CalRecycle to implement SB 1383. Board members provided their thoughts on the proposed pilot programs presented (outreach/education, collection bins, and the Mill product).

- Addressing the Board were the following persons: 1) K. Scholz asked about participant recruitment and pilot options for collection; and 2) A. Stevens Delk commented on the purchase of collection bins for eligible organics and recycling collection.

Following discussion, there was general consensus to give the General Manager flexibility to come up with a general concept for implementation.

12. **Discussion and approval in moving forward with developing a Request for Proposal (RFP) regarding the performance of a solid waste study that includes justification for the franchise fee revenue and cost of services for solid waste.** [\[TS 2:42:05\]](#)

Interim General Manager (IGM) presented the recommended action for the IGM to develop and submit a RFP for contracting work to determine and justify cost of solid waste service and franchise fee revenue.

- Motion by Director Hacaj, seconded by Director Duggan, to propose that the General Manager move forward with developing a request for proposal for a solid waste study that would include an invitation for justification of the franchise fee revenue and the cost of services for solid waste, carried (5-0) by roll call vote as follows: AYES (Directors Aquino-Fike, Duggan, Gough, Hacaj and Spath); NOES (None); ABSENT (None); ABSTAINED (None).

Adjournment [\[TS 2:45:21\]](#)

President Spath adjourned the meeting at 8:15 p.m. The next regular meeting is scheduled for Thursday, August 8, 2024.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: August 8, 2024

David Aranda, Interim General Manager

David Spath, President of the Board